

Planning Validation Guidance

(excluding Householder applications – see separate guide)

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GENERAL INFORMATION

This validation guide sets out the information required to validate a planning application and other consents. It includes both national and local validation requirements.

Date	Version update notes
Sep 2020	Draft for consultation
Nov 2020	Final version adopted by Council 1/12/20
Jan 2021	Minor wording change in Site Location Plan section.
July 2021	New section for Fire Statement introduced by legislation Article 9A of DMPO 2015

Pre-Application Advice

We offer a paid pre-application advice service www.teignbridge.gov.uk/planningguide.

Submitting an application

We recommend that applications are submitted electronically via the Planning Portal which is likely to lead to your application being validated more quickly www.teignbridge.gov.uk/planningapply

What is a Major application?

The following types of application are classed as 'major'

- Residential applications for 10 or more houses or for Outline Consent on a site of 0.5 hectares or more *or*
- Commercial development site of 1 hectare or more or involving floor space of 1000m² or more.

Outline/Reserved Matters Applications

Where full information within part 3 has been submitted at outline stage this information will not be required to be resubmitted at reserved matters stage.

What is Validation?

Validation is the process of checking that all relevant documentation has been provided. If you submit an application without the necessary documentation, or with clear inaccuracies, or without the appropriate fee, the application is not valid and will not be progressed until this is resolved. The relevant guidance notes, available with the application forms, should also be read. Some of the requirements are National Requirements and some are Local Requirements which have been adopted by the Council. For simplicity, no differentiation is made in this document between the two types of requirement.

Extra information requested after validation

The list of requirements is not exhaustive and the Council can still request further, or more detailed, information after validation to resolve any particular issues that arise. Any additional information not required by the Validation Checklist, but which the Council needs to determine the application, will be requested during the course of the application and should be provided as soon as possible.

Validation disputes

If you disagree with our reasons for invalidating a planning application and negotiation with us has failed, you may send a notice to us setting out your reasons for refusing to supply the information under Section 12 of the Development Management Procedure Order 2015. You must have submitted all the other information needed to validate the application together with the fee. We will then either agree and validate the application or disagree and issue a Non Validation Notice against which you may then appeal under Section 78 of the Town and Country Planning Act 1990.

Diversity

Our Diversity Policy promotes inclusion for all sectors of the community and applications/supporting information, along with any representations received from the public, will be checked for any inappropriate comments. Only planning related matters can be considered, and any comments regarding disability, race or ethnicity, religion or belief, sexual orientation or gender reassignment or that are defamatory, prejudiced or otherwise likely to cause offence to the subject of the comments or any other reader will be removed. Any comments that are considered to constitute hate incidents or hate crimes may be passed to the police

Data Protection

All applications and supporting documentation will be published on the website. Private telephone numbers, private email addresses and signatures will be removed prior to publication. We are committed to ensuring that your privacy is protected by adhering to the EU General Data Protection Regulation (GDPR). Any personal information provided will be used by us solely for the purpose of processing your application and contacting you regarding this. The data will be processed in accordance with our full [privacy policy](#).

1. APPLICATION FORM – Required for all applications

- 1.1. All applications must be made on the correct form.
- 1.2. Ownership certificate A, B, C or D on the application form must be completed stating the ownership of the application site. This also incorporates the Agricultural Land Declaration.
 - complete Certificate A if you own all of the land (freehold or leasehold of more than 7 years) and do not have agricultural tenants.
 - or**
 - complete Certificate B, C or D if you do not own all the land or if you have agricultural tenants on the land. This includes situations where the development overhangs the boundary with the adjoining property/land.
 - Certificate B – Complete this if you know who the owners/agricultural tenants are. State the names and addresses of these people on the application form. You also need to serve 21 days' notice on them, before you submit the application
 - Certificate C – This is a combination of the circumstances described in Certificates B and D and should be completed accordingly.
 - Certificate D – Complete this if you do not know any of the owners. Specify the steps you have taken to find the owners e.g. land registry search. You must advertise the application in a local newspaper at least 21 days before submission.
- 1.3. The application form must be signed and dated and all questions on the form must be answered fully and accurately.
- 1.4. The correct full fee must be submitted with the application. [Schedule of fees and fee calculator](#)

2 PLANS REQUIRED

All plans must:

- be to a recognised metric scale (e.g. 1:50 etc) which is marked clearly on the plan.
- have a scale bar or at least one measurement marked on the plan so that the scale can be checked for accuracy
- be clearly marked with the direction of North;
- have the size of the plan (A3, A2 etc) marked on the plan.
- have a unique drawing number which is also used in the file name.
- belong to you as copyrighted plans cannot be accepted
- preferably contain a single type of drawing per document e.g. site location plan, block plan, existing elevations, proposed elevations, existing floor plans, proposed floor plans.
- preferably be a maximum of A3 in size to assist when viewing online.
- be in black and white (no grey scale or colour on plans as it makes them faint and difficult to view online) with the exception being the red and blue outlines for site location plans
- be submitted as a PDF, correctly orientated for on-screen display
- be of a quality and resolution that will be clear to view by the public when uploaded onto the website.

2.1 Site Location Plan (existing)

Required for all applications.

- a) must be up to date
- b) normally at a scale of 1:1250 (or 1:2500 if appropriate)
- c) showing the full site, all site boundaries, adjoining properties and, where possible, at least two named roads
- d) the properties shown should be numbered or named so that the exact location is clear
- e) the proposed site **must be clearly edged with a red line** to include all land necessary to carry out the proposed development (e.g. land required for access to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings).
- f) a blue line should be drawn around any other land owned by the applicant, close to or adjoining the application site.

Please note that we cannot accept copies of land registry plans due to copyright issues. There are many companies that provide site location plans and the Planning Portal has links to their [accredited suppliers for planning maps](#).

2.2 Block Plan (existing and proposed)

Required for all applications showing

- a) at a scale of 1:500, 1:200 or 1:100 depending on the size of the site
- b) the proposed development

- c) all site boundaries, existing buildings, roads, tracks, footpaths and access arrangements on the site
- d) any buildings to be demolished
- e) all buildings, roads, tracks, footpaths and access arrangements on land adjoining the site
- f) all public rights of way crossing or adjoining the site
- g) existing and proposed parking provision
- h) the position of all trees on the site, including those on adjacent land that could influence or be affected by the development; with proposals for removal/retention/new planting indicated
- i) the position of all hedges on the site, including boundary hedges, other vegetation, ponds, watercourses, walls, banks & historic features with proposals for removal/retention indicated
- j) the extent and type of any hard surfacing
- k) boundary treatment including walls or fencing where this is proposed
- l) ground levels across the site and floor levels, existing and proposed including any retaining walls
- m) route line of all existing and proposed services

2.3 Elevation drawings (existing and proposed)

Required for all applications for new, altered, replacement or extended buildings.

- a) at a scale of 1:50 or 1:100
- b) showing all affected elevations in full
- c) showing proposed building materials, style and finish of the building and windows and doors
- d) showing any other buildings that are attached to the elevation and where possible the main features of that adjoining building (e.g. details of doors, windows on the same elevation of an adjoining terraced or semi-detached dwelling)
- e) label orientation of elevations e.g. north, south etc.
- f) for developments of more than one house, each house type to be on a separate pdf

2.4 Floor Plans (existing and proposed)

Required for all applications for new, altered, replacement or extended buildings.

- a) at a scale of 1:50 or 1:100
- b) explaining the proposal and usage in detail
- c) showing the entire floor area for any existing building as well as the proposed development
- d) showing new buildings in context with adjacent buildings
- e) showing any buildings or walls to be demolished
- g) for developments of more than one house, each house type to be on a separate pdf

2.5 Existing and proposed site sections and finished floor and site levels

Required for all proposed new buildings or where there are variations in site levels. Levels may be evident from floor plans and elevations, but particularly in the case of sloping sites it will be necessary to show how proposals relate to existing ground levels or where ground levels outside the extension would be modified

- a) at a scale of 1:50 or 1:100
- b) showing a cross section(s) through the proposed building(s)
- c) where the proposal involves a change in ground levels, showing both existing and finished levels fixed to a datum point off site and also show the proposals in relation to adjoining buildings

2.6 Roof plans

Required where there are new roofs or alterations to existing roofs

- a) at a scale of 1:50 or 1:100
- b) showing the shape of the roof and roofing materials.

2.7 Street Scene Plans

Required where the proposal will significantly affect a road frontage, or where there are concerns regarding the height and appearance of new buildings

- a) at a scale of 1:100 or 1:200
- b) illustrating the proposed development alongside neighbouring properties for a sufficient length of the street to judge the impact of the development

2.8 Specialist Plans

May be required to show specific details in a larger scale

- a) at a scale of 1:5, 1:10 or 1:20
- b) where certain issues such as the detail of window joinery is required e.g. for Listed Buildings

2.9 Photos of site and immediate environment

Photographs showing the site and the immediate vicinity are very useful to assist in the understanding of the site and development when processing the application and applicants/agents are strongly encouraged to submit these with the application.

2.10 Advertisement Consent plans

Required for Advertisement Consent applications

- a) at a scale of 1:20 or 1:50
- b) showing the size of the advertisement
- c) showing position on land or building in question, the height above ground level and the projection from any building
- d) showing the materials and colours to be used
- e) detailing of the method and colour of any illumination

3 ADDITIONAL INFORMATION REQUIRED

When required	Guidance, Policy background and further information sources
3.1 Affordable Housing Statement	
<p>Major residential development</p> <p>Rural Exception site proposals</p> <p>Applications for 5 or more dwellings in a rural area</p>	<p>An Affordable Housing Statement should set out how the scheme will comply with the Affordable Housing policy in the adopted Teignbridge Local Plan 2013 – 2033. Additional information on emerging policy in relation to Affordable Housing and Design and Layout is provided in the policies of the Teignbridge Local Plan 2020-204 Update Part 1 – whilst this is emerging guidance, if met it will ensure greater likelihood of support for proposals. Any departure from the adopted and emerging affordable housing guidance should be explained in the statement and cross-referenced to viability report if necessary.</p> <p>The Affordable Housing Statement may be included as a section in the Planning Statement but should in any event address the following:</p> <p><u>Outline and Full applications (not Reserved Matters)</u></p> <p>A statement of compliance setting out the proposals Affordable Housing Provision</p> <p><u>Residential Allocations</u> Each application for development which is in an area of housing allocation must meet the affordable housing requirement set out in the allocation. If the application is part of a phased scheme the planning statement should clarify how the affordable housing contribution of each phase contributes to the overall agreed delivery of affordable housing. Applications for < 10 dwellings in an allocation area are is not exempt from affordable housing (cf NPPF63) as the application forms part of a major development.</p> <p><u>Development within Major Towns and settlements</u> The Teignbridge Local Plan 2013-2033 sets three tiers of affordable housing levels for the (1) Newton Abbot and Kingsteignton, (2) Dawlish and Teignmouth and (3) other areas. Development within the settlement limits of the Major Towns should meet those requirements.</p> <p>A Draft Heads of Terms in relation to affordable housing should be submitted using the Teignbridge standard s106 template sets for the required form of obligation for affordable housing.</p> <p><u>Housing Need</u></p>

The affordable housing targets set out in the Council's planning policy are based on viability testing; the true scope of affordable housing need is much greater. The Housing Enabling service can provide up to date information on the Devon Home Choice identified need of home size and tenure splits for settlements in Teignbridge. The Teignbridge Housing Service can provide further information on the affordable housing need in an area including housing size and tenure requirements.

FULL or Reserved Matters Applications

The Affordable Housing Statement should include / reference:

- **Accommodation Schedule** listing for all affordable homes the plot/unit number, the size specification (occupancy and GIA) having reference to the size requirements below
- **Layout Plan** showing all affordable housing plots and details such as allocated parking spaces, sheds, etc. Consideration should be given outlining areas where inset maintenance agreements will be expected from Affordable Housing providers.
- **Floor Plans** – see following reference to dwelling size
- **Flatted Development** - floor plans should highlight any common facilities and services (such as shared laundry areas)/

Fixtures and Fittings

- Some AHPs have standard packages of white goods which have implications for layouts of kitchens/utilities. Early engagement with AHPs and selection of delivery partner will enable identification of any potential issues.

Affordable Dwelling Size

- The draft revised Teignbridge Local Plan 2020-2040 expects all homes proposed to meet nationally escribed space standards (NDSS) with regard to gross internal floor areas and storage. This is emerging guidance but sets an expectation for homes in the district
- Homes England has an expectation is that affordable homes should meet the NDSS and many affordable housing providers have their own space standards which are increasingly geared toward NDSS. To ensure best value sale transfer agreement for affordable dwellings we recommend the NDSS is the basis for minimum accepted standard. Within TDC there are many examples of major market led developments achieving this space standard. Where this cannot be met for exceptional reasons, there can be some flexibility but in no case can a dwelling < 85% of NDSS be accepted as an affordable home.
- Where standard housetypes are being used, consider that AH tenants and landlords generally prefer additional floorspace/storage space to unnecessary en-suite facilities.

- Floorplans should **include reference furniture in the bedrooms** so that the effective occupancy (number of bed spaces/persons) can be judged; where reference furniture (beds, wardrobes, desks/tables) works effectively a slight reduction on NDSS may be considered by some AHPs.

	Number of bed spaces (persons)	1 storey dwellings Size m ²	85%	2 storey dwellings Size m ²	85%	3 storey dwellings Size m ²	85%	Built-in storage m ²
1b	1p	39 (37) *	33					1
	2p	50	43	58	49			1.5
2b	3p	61	52	70	60			2
	4p	70	60	79	67			
3b	4p	74	63	84	71	90	77	2.5
	5p	86	73	93	79	99	84	
	6p	95	81	102	87	108	92	
4b	5p	90	77	97	82	103	88	3
	6p	99	84	106	90	112	95	
	7p	108	92	115	98	121	103	
	8p	117	99	124	105	130	111	

3.2 Agricultural Appraisal

New agricultural dwelling or other building in countryside for farming purposes

Three years of accounts must be provided along with your justification for requiring an agricultural dwelling/building. This may best take the form of a professional Agricultural Appraisal.

The [Dwelling for Agricultural purposes form](#) must also be completed for agricultural dwellings.

This will be assessed for need and viability by our Agricultural Consultant as part of the application process.

Agricultural development of:

- an agricultural building to house livestock (primarily beef and dairy cattle, pigs or poultry); and/or
- any new or expanded pit, tank or lagoon for storing slurry;
- any anaerobic digester; and/or
- any combustion plant.

within 10km of SSSIs and Habitats sites should be accompanied by a [Simple Calculation of Atmospheric Impact Limits \(SCAIL\) assessment](#).

	<p>Teignbridge contacts: Email planning@teignbridge.gov.uk</p>
<h3>3.3 Air Quality Assessment</h3>	
<p>Proposals which:</p> <ul style="list-style-type: none"> • Increase congestion. (an increase in periods with stop start driving) • Significant change in traffic volumes e.g. a change in the Annual Average Daily Traffic • Alter traffic composition e.g. increase in HGVs • are in an AQMA • Include new car parking 100 spaces outside AQMA or 50 spaces in AQMA • involve significant dust emissions • may impact on nearby residents (e.g. construction) 	<p>Application proposals that impact upon air quality or are potential pollutants must be supported by an air quality assessment indicating the change in air quality resulting from the proposed development and outlining appropriate mitigation measures as necessary. An Air Quality Assessment should be prepared by a suitably qualified expert.</p> <p>Applications for dwellings or other vulnerable uses such as Residential Homes or Nurseries which fall within an Air Quality Management Area (AQMA) will require also require an Air Quality Assessment.</p> <p>There are AQMAs within Newton Abbot, Kingsteignton, Kingskerswell, Teignmouth and Dawlish.</p> <p>Development may result in the need for a Section 106 contribution as shown in the criteria set out in Appendix 4 of Teignbridge District Council Air Quality Action Plan</p> <p>Further information: Development Control - Planning for Air Quality Air Pollution Information System - Provides advice on habitats, ecosystems and species DEFRA Magic map – Impact Risk Zones for Sites of Special Scientific Interest</p> <p>Teignbridge contacts: Website - Air quality page Email - Environmental Health - envc@teignbridge.gov.uk</p>
<h3>3.4 Arboricultural Survey and Tree Protection Plan</h3>	
<p>Where the answer to the Trees and/or Hedges questions on the application form is 'Yes'</p>	<p>An arboriculturalist should undertake a survey and appraisal of trees on the application site and adjoining land and produce the following information, consistent with the standards set out in British Standard 5837:2012.</p> <ul style="list-style-type: none"> • Trees to be felled and trees to be retained should be clearly marked on a plan. An accompanying schedule should provide full information on the amenity value of each tree together with details of species, size, age and condition.

	<ul style="list-style-type: none"> • A tree constraints plan should show root protection areas and the canopy spread of the tree(s) on the application site and adjoining land. • As well as the trees, the survey must indicate key landscape features such as ponds, hedges and wildlife corridors that may be affected by the proposed development. Trees to be felled and trees to be retained should be clearly marked. For larger applications it will also be appropriate to provide details of the landscape strategy for the site, including indications of new planting. • An arboricultural method statement should be provided detailing the measures to be taken to protect the trees shown to be retained on the submitted drawings, accompanied by schedules of any necessary tree work and proposals for long-term maintenance. <p>If you are granted full planning permission, you will not need separate consent for tree works which are required to implement the planning permission.</p> <p>However, works to protected trees or trees within a conservation area which are not required to implement the planning permission, will require separate consent.</p> <p>Further Information Teignbridge District Council Trees and Development Supplementary Planning Document. British Standard 5837:2012 Trees in relation to design, demolition and construction Natural England standing advice on Ancient Woodland</p> <p>Teignbridge contacts: Website – Trees page Email designandheritage@teignbridge.gov.uk</p>
<p>3.5 Bin Storage</p>	
<p>All Applications for new residential development</p>	<p>Teignbridge District Council operates a recycling system of one wheeled bin for residual waste, two recycling boxes, a food waste caddy and a reusable sack for paper for a standard residential dwelling. The size and number of bins changes for flats, dependent upon the number of units.</p> <p>Any new residential unit must have provision for off-street bin storage (shown on submitted plans).</p> <p>Bin/box sizes (approximate)</p>

	Capacity (litres)	Width (mm)	Depth (mm)	Height (mm)
Food Waste Caddy	23	260	320	380
Recycling Boxes (x 2)	55	450	600	370
Black Bin (residual waste)	180	470	770	1110
Green Bin (garden waste)	240	585	740	1110

The Green Waste collection service is a voluntary paid for service but space for a bin needs to be allocated where there are gardens.

Not required for outline applications where layout is a reserved matter.

Commercial waste is not collected directly by the Council however you should contact environmental health at envc@teignbridge.gov.uk for advice on bin requirements for hot food takeaways, restaurants etc.

Teignbridge contacts:
Email ts@teignbridge.gov.uk for advice on calculating number/size of bins for flats etc.

3.6 Biodiversity - Appropriate Assessments – within 10km of Exe EstuarySPA/Dawlish Warren SAC

<p>Dawlish Warren SAC or Exe Estuary SPA:-</p> <ol style="list-style-type: none"> 1. all development within, or adjacent to, the SAC or SPA 2. all new dwellings and new tourist accommodation within 10km of SAC or SPA as shown on 10k Buffer Zone 3. developments that generate noise, light, increased recreational use or 	<p>Where a development may affect the Dawlish Warren Special Area of Conservation (SAC) or the Exe Estuary Special Protection Area (SPA) either directly or indirectly, alone or in-combination with other developments, the Council must undertake an Appropriate Assessment of the impacts under the Conservation of Habitats and Species Regulations 2017</p> <p>The applicant/agent must submit evidence including:</p> <ul style="list-style-type: none"> - the type and extent of the impact(s), including up-to-date survey where appropriate; - mitigation measures proposed and how they will be delivered and maintained; - how the mitigation will fully offset the impacts on the SPA/SAC; - on-going monitoring to prove the effectiveness of the mitigation, where appropriate. <p>It may be necessary to undertake wildlife or site-user surveys over an extended period prior to submission of any application. All wildlife surveys must be up to date and undertaken by suitably qualified and licensed ecological consultants. See our Biodiversity and Development web page for more information and contacts.</p>
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<p>disturbance in or close to the SAC or SPA</p> <p>4. developments that generate surface water or other discharges that will flow into the Exe Estuary or Exminster Marshes</p> <p>5. development of land outside the SPA or SAC, but that provides supporting habitat for the species that form the special interest of the SPA or SAC (functionally linked land)</p>	<p>Information on lighting, noise, sewage/surface water discharge and any other potentially harmful matters may also be required. Your ecological consultant and subject-specific professionals should be involved in assessing possible impacts and proposing appropriate mitigation measures.</p> <p>To mitigate impacts of surface water discharge a suitable Sustainable Urban Drainage scheme (SUDS) may be appropriate.</p> <p>Residential/Tourist Units All new dwellings and new tourist accommodation proposed within 10km of the Exe Estuary SPA/Dawlish Warren SAC must provide adequate mitigation for recreational impacts on the SPA/SAC.</p> <p>Developers may wish to offer their own mitigation measures, advised by a suitably qualified ecologist. The Council will assess the adequacy of these measures through the Habitats Regulations Assessment process.</p> <p>Alternatively applicants/agents may decide to meet the mitigation requirements by paying a financial contribution (see below) plus relevant legal fee either by signing a Unilateral Undertaking to pay on approval and prior to commencement of works or by making a payment in advance subject to terms and conditions.</p> <p>Contribution amounts (as at 1 April 2020 - index linked annually) are as follows: Dwellings within 10km of the Exe Estuary SPA AND Dawlish Warren SAC Dwellings = £876 per dwelling Tourist accommodation - serviced = 56% of above amount per room Tourist accommodation - self catering =52% of above amount per unit Tourist accommodation - touring pitches = 32% of above amount per pitch Dwellings within 10km of the Exe Estuary SPA alone Dwellings = £242 per dwelling Tourist accommodation - serviced = 56% of above amount per room Tourist accommodation - self catering =52% of above amount per unit Tourist accommodation - touring pitches = 32% of above amount per pitch</p> <p>In a few cases the standard mitigation may be insufficient and additional mitigation may be required. The Council will advise of the need for additional mitigation.</p> <p>Other Development</p>
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	<p>A financial contribution may also be appropriate where a use may generate additional recreational pressure on the European-designated sites, for example, new tourism facilities. Mitigation will also be required for all other likely harmful impacts on the special interests of the designated sites or their functionally linked land.</p> <p>Further information</p> <p>DEFRA Magic Map - to view SSSI Impact Risk Zones layer</p> <p>Teignbridge Contacts: Website - Biodiversity and Development web page Email - designandheritage@teignbridge.gov.uk</p>
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3.7 Biodiversity – Appropriate Assessments – Within South Hams SAC Zones

<p>Within a South Hams SAC Sustainance Zone or Landscape Connectivity Zone applications involving:-</p> <ul style="list-style-type: none"> • New build or change of use on, or adjacent to, greenfield sites, vegetated brownfield sites, woodland, hedges, rivers or streams; • Loss of or changes to farmland, woodland or scrub • Removal of hedges/trees • Wind turbines • Floodlighting 	<p>Where a development may affect the South Hams Special Area of Conservation (SAC) or the greater horseshoe bats that constitute the SAC’s ‘special interest’, either directly or indirectly, alone or in-combination with other developments, the Council must undertake an Appropriate Assessment of the impacts under the Conservation of Habitats and Species Regulations 2017</p> <p>The applicant/agent must submit evidence including:</p> <ul style="list-style-type: none"> - The use made of the area by greater horseshoe bats, with up-to-date survey evidence; - the type and extent of the impact(s) from the development, including habitat loss, flight path severance and increased lighting levels; - mitigation measures proposed and how they will be delivered and maintained; - how the mitigation will fully address the impacts on the SAC and greater horseshoe bats; - on-going monitoring of the effectiveness of the mitigation. <p>Sites located within the South Hams Special Area of Conservation or one of the associated Greater Horseshoe Bats Sustainance Zones which can be viewed on Ecology layers of the Devon County Council map viewer South Hams SAC map may require comprehensive bat surveys, undertaken over an extended period prior to submission of the application. These surveys should comply with the latest Bat Conservation Trust’s survey guidance. Sites location within the South Hams SAC Landscape Connectivity Zone may also require bat surveys. Pre-application advice should be sought.</p>
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<ul style="list-style-type: none"> • Other external lighting 	<p>The South Hams SAC Planning Guidance gives more detail on likely impacts on SAC bats, size and type of developments that might impact on them and possible mitigation measures. The guidance explains the difference between the Sustenance Zones and the Landscape Connectivity Zone.</p> <p>All surveys must be up to date and undertaken by suitably qualified and licensed ecological consultants. See Biodiversity and Development web page for more information and contacts. Information on existing and proposed lighting levels, must also be provided in consultation with lighting and ecological consultants. In some cases noise studies may also be required, again informed by consultants. Mitigation measures must be devised in consultation with ecological and subject-specific consultants.</p> <p>Further Information: Bat Surveys for Professional Ecologists</p> <p>Teignbridge Contacts: Website – South Hams Special Area of Conservation web page Email - designandheritage@teignbridge.gov.uk</p>
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3.8 Biodiversity – Bats and Birds in buildings Survey Reports

<p>Applications involving:-</p> <ul style="list-style-type: none"> • Barn Conversions • Demolitions • Redevelopment of existing buildings that involves works to roofs, roof spaces, external cladding or cellars • Works to underground structures other than drains/sewers • Wind turbines or solar panels 	<p>Bat and Bird reports are required for the applications listed unless:</p> <ul style="list-style-type: none"> • Located in highly urban areas within Dawlish, Kingsteignton, Newton Abbot or Teignmouth as defined on the maps on our Bat and Bird Surveys web page • The building was erected after 2005, without specific bat provision incorporated • Works are to a flat roof or to a single layer sheet metal/plastic roof. <p>A licenced bat consultant will be needed to undertake the survey(s) and produce the report unless they consider that a full report is not required (e.g. no evidence of bats) when you may obtain a letter from them stating why a full report is not required and submit this with your application instead.</p> <p>Bat and Bird Survey Reports must include date of survey, methodology used, evidence found, assessment of impacts on protected species, mitigation/compensation for impacts, details on how these will be delivered and a scheme for monitoring effectiveness of mitigation/compensation. The necessary surveys may need to be undertaken over an extended period prior to submission of any application.</p>
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<ul style="list-style-type: none"> • Floodlighting 	<p>All reports must be up-to-date (less than 2 ½ years old at time of submission) and produced by a licensed bat consultant (their licence number should be quoted in the report). See Bat and Bird Surveys web page for more information and contacts. If your bat consultant considers that Emergence Surveys are needed, these should be undertaken and the results submitted with the application.</p> <p>Sites within or affecting the South Hams Special Area of Conservation (see point 3.7 of this guide) may require comprehensive bat surveys, undertaken over an extended period.</p> <p>Further Information: Natural England Standing Advice for Bats Bat Surveys for Professional Ecologists</p> <p>Teignbridge Contacts: Website - Bat and Bird Surveys web page Email - designandheritage@teignbridge.gov.uk</p>
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3.9 Biodiversity - Ecological Reports

<p>Applications involving:-</p> <ul style="list-style-type: none"> • New builds or change of use on greenfield or vegetated brownfield sites • Developments adjacent to greenfield or vegetated brownfield sites • Works to, or adjacent to, rivers and streams • Loss of intertidal habitat 	<p>Applications for development that has the potential to adversely affect biodiversity must be accompanied by an Ecological Report which must appraise the site itself and adjacent land. It must be produced by a suitably qualified and licensed ecological consultant and include:</p> <ul style="list-style-type: none"> • desk study • phase 1 survey • Natural England Offsetting Metric calculations showing the net biodiversity loss/gain • protected species surveys • any additional habitat and species surveys advised by the ecologist • assessment of importance of biodiversity features • assessment of impacts • suite of measures to avoid/mitigate/compensate impacts • details of how these will be delivered • details of biodiversity enhancements/net gain that will be provided and • a scheme for monitoring the effectiveness of mitigation/compensation. <p>Surveys may need to be undertaken over an extended period and the results used to inform the design of the development/compensation. Many parts of Teignbridge provide habitat and breeding grounds for legally</p>
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<ul style="list-style-type: none"> • Loss of trees 	<p>protected species. Applicants/agents need to comply with all relevant legislation relating to these protected species.</p> <p>All reports must be up-to-date and produced by a suitably qualified and licensed professional ecological consultant. See Biodiversity and Development web page for more information and contacts. If your professional ecological consultant considers that a report is not required you may submit a letter from them justifying why this is the case.</p> <p>Further Information Natural England Standing Advice for Protected Species</p> <p>Teignbridge Contacts: Website - Biodiversity and Development web page Email - designandheritage@teignbridge.gov.uk</p>
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3.10 Carbon Reduction Plan

All major applications for residential or commercial development.

Teignbridge District Council declared an [environment and climate change emergency](#) on 18 April 2020 and plays a leading role in tackling climate change. All development proposals, both major and non major, should seek to minimise their carbon footprint both during construction and in use.

For major applications a Carbon Reduction Plan is required which shows how the overall emissions associated with the development will be limited in line with Policy S7 (Carbon Emissions Targets) of the Teignbridge Local Plan which seeks to reduce emissions from development.

Policy S7 was amended following the Executive Council meeting on 8 October 2019, in accordance with the updated 2008 Climate Change Act. Policy S7 requires a 48% reduction in emissions by 2033.

The [Policy S7 Demonstration Calculator](#) must be used to show that the proposed development complies with Policy S7.

Regulated emissions rates must be entered into the Calculator for residential and/or commercial buildings to indicate whether the proposed development complies with Policy S7. Results from the Policy S7 Demonstration Calculator must then be identified within a Carbon Reduction Plan, which must be submitted

	<p>within the planning application, as required under Policy EN3 of the Teignbridge Local Plan. Further guidance is provided within the Policy S7 Demonstration Calculator spread sheet.</p> <p>Further information Teignbridge Local Plan S7 and EN5 (updated to require 48% reduction by 2033) Carbon offsetting Calculator</p>
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3.11 Community Infrastructure Levy

<ul style="list-style-type: none"> • New residential units • Residential extensions of more than 100m² • Residential annexes • Out of town retail development 	<p>Community Infrastructure Levy (CIL) is charged on residential and out of town retail development under the Community Infrastructure Levy Regulations 2010. The levy is used to pay for improving and providing new infrastructure, including roads, education, recreation and public transport facilities.</p> <p>A CIL Additional Information form must be completed and submitted with these applications.</p> <p>Warning - If the application is approved, with a CIL liability, the applicant must ensure the correct forms are received by the council and the correct procedures are followed before any development including demolition takes place or the full amount including surcharges could become immediately payable and any set offs/exemptions may be forfeit.</p> <p>Further Information: CIL Guidance CIL Forms</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk Website - CIL web page</p>
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3.12 Design and Access Statement

Required for all major applications.

Required for all Listed Building Applications.

Required for the following applications * in a Conservation Area:

- One or more dwellings
- Increase in floor space of 100m² or more (any type of development)

*except for:

- Change of Use unless it involves development
- Engineering or Mining operations or Waste development
- Section 73 applications to vary or remove conditions

A Design and Access Statement is a concise report providing a framework for applicants to explain how the proposed development is a suitable response to the site and its setting, and demonstrate that it can be adequately accessed by prospective users. They aid decision-making by enabling the council and third parties to better understand the analysis that has underpinned the design of a development proposal. The level of detail in a Design and Access Statement should be proportionate to the complexity of the application, but should not be long.

Design and Access Statement for a planning application must:

- Explain the design principles and concepts that have been applied to the development;
- Demonstrate the steps taken to appraise the context (particular characteristics of the site and its wider setting) of the development and how the design of the development takes that context into account;
- Explain the approach to access, and how relevant Local Plan policies have been taken into account;
- Detail any consultation undertaken in relation to access issues and how the outcome of the consultation has informed the development
- Explain how any specific issues which might affect access to the development have been addressed.

Design and Access Statement for Listed Building Consent must:

- explain the design principles and concepts that have been applied to the works
- explain the approach to access, including what alternative means of access have been considered, and how relevant Local Plan policies have been taken into account;
- Detail any consultation undertaken in relation to access issues and how the outcome of the consultation has informed the development
- Explain how any specific issues which might affect access to the development have been addressed.
- Explain how both the design and access elements take account of:
 - The special architectural or historic importance of the building;
 - The particular physical features of the building that justify its destination as a listed building;
 - The building's setting.

Access explanations are not required for listed building consent that only affects the interior of a building.

Teignbridge Contacts:

Email - planning@teignbridge.gov.uk

3.13 Environmental Impact Assessment

Development falling within Schedule 1 or 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (the EIA Regs)

An Environmental Statement (and non-technical summary) must be provided for any development that falls within Schedule 1 of the [Town and Country Planning \(Environmental Impact Assessment\) Regulations 2017](#) and for some Schedule 2 projects. The Environmental Statement must be prepared by persons who, in the opinion of the council, have sufficient expertise to ensure the completeness and quality of the statement. The Environmental Statement must be accompanied by a statement setting out how the requirement for sufficient expertise has been met.

Applicants/agents can seek a 'screening opinion' from the Council as to whether an Environmental Impact Assessment (EIA) is required. This is best done at the pre-application stage.

- If an EIA is required the Council can then carry out a 'scoping opinion' to identify the matters that the EIA will need to address. The Environmental Statement must then be submitted with the application
- If an EIA is not required there is no further action needed.

If a screening opinion is not sought before an application falling within Schedule 1 or 2 of the EIA Regs is submitted it will still be validated and the Planning Case Officer will undertake a screening opinion during the first couple of weeks of the planning process. If the application requires an EIA the planning application process ('clock') will stop until the Environmental Statement is provided.

In cases where an EIA is not required environmental information may still need to be provided. See other sections of this document.

Teignbridge Contacts:
Email - planning@teignbridge.gov.uk

3.13.1 Fire Statement

Development of a building 18m or 7 storeys high which consists of 2 or more dwellings or educational accommodation.

In accordance with Article 9A of Development Management Procedure Order 2015 any development resulting in a building which is 18m high or 7 storeys high and consists of 2 or more dwellings or educational accommodation must submit a Fire Statement with details as per the DMPO 2015.

- Not required for Outline or S73 Variation applications.

Teignbridge Contacts:
Email - planning@teignbridge.gov.uk

3.14 Flood Risk Assessment/Surface Water Management

<ul style="list-style-type: none"> • All development within Flood Zones 2 or 3 • All Major Development (regardless of whether or not in a Flood Zone) • Development less than 1 ha in flood zone 1, including a change of use in development type to a more vulnerable class (for example from commercial to residential) • Development in an area within flood zone 1 which has critical drainage problems as notified 	<p>Flood Risk Assessment (FRA) will be required if the proposed development is a major application or falls within Flood Zones 2 or 3 or is within 20 metres of the top of the bank of a main river or includes the control of any river or stream.</p> <p>Use the Flood map to identify if a site is in a flood zone. The FRA should be produced using the Environment Agency advice on FRA and the Flood risk assessment advice in the Planning Practice Guidance.</p> <p>The FRA should include evidence regarding the availability of any alternative sites at a lower risk of flooding to help the LPA determine whether the flood risk Sequential Test can be satisfied. The FRA must also provide sufficient information to demonstrate whether the proposal will be safe of its lifetime, not increase flood risks elsewhere and (where possible) reduce flood risks overall. Within each Flood Zone, new development should be directed to sites at the lowest probability of flooding from all sources</p> <p>The FRA should identify and assess the risks of all forms of flooding to and from the development and demonstrate how these flood risks will be managed, taking climate change into account. The FRA should identify opportunities to reduce the probability and consequences of flooding. The FRA should include the design of surface water management systems including Sustainable Drainage Systems (SuDs) and address the requirement for safe access to and from the development in areas at risk of flooding.</p> <p>Note – Levels on plans submitted with applications in Flood Zones 2 and 3 should be shown in mAOD.</p> <p>Contacts: Environment Agency cost-recovered pre-application advice for zones 2 and 3 from SPDC@environment-agency.gov.uk Devon County Council as Lead Local Flood Authority Teignbridge District Council – Planning@teignbridge.gov.uk</p>
<p>All new developments</p>	<p>Surface Water Management - All new developments must have an effective and robust surface water system which should not increase flood risk to adjacent properties or land and where possible should make improvements to reduce the risk of flooding.</p>

	<p>Applicants must demonstrate how surface water from the development will be disposed of in a manner that does not increase flood risk elsewhere, in accordance with Sustainable Drainage Systems (SuDS) principles. SuDS systems should be designed in accordance with local and national standards.</p> <p>Critical Drainage Areas (Ashburton, Bovey Tracey, Dawlish Warren, Newton Abbot and Holbeam) specify particular requirements for surface water management, such as discharging surface water at a rate no higher than the equivalent 1 in 10 year return period.</p> <p>If surface water is to be managed by infiltration then groundwater will need to be monitored to ensure it will not impact on infiltration features.</p> <p>Major developments must be accompanied by a Surface Water Management Plan.</p> <p>Devon County Council, as the Lead Local Flood Authority, is the statutory consultee for major developments with surface water implications.</p> <p>Developments in catchment for water sensitive SSSIs may be required to provide further detail. This should be discussed prior to application.</p> <p>Further Information: Government advice on flood risk management Section 10 of Devon County Council SuDS Guidance</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
<p>All development involving a non-mains drainage system</p>	<p>Foul Drainage Assessment (FDA) NPPG para 20 sets out that, foul drainage should discharge into a public sewer unless cost/practicality makes this unfeasible. Only then should non-mains sewage disposal solutions be considered.</p> <p>A FDA should be submitted with all development involving a non-mains drainage system including justification as to why connection to the mains sewerage system is not feasible and sufficient information to demonstrate that the proposed system will be viable and not detrimental to the environment such as:</p> <ul style="list-style-type: none"> • Full details of proposed flows • A plan showing location of proposed treatment plant and soakaway field/discharge point • Percolation test results to demonstrate viability of any soakaway.

	<p>The Environment Agency have an FDA Form online</p> <p>Contacts: Environment Agency cost-recovered pre-application advice for major applications from SPDC@environment-agency.gov.uk</p> <p>Teignbridge District Council for non-major applications from planning@teignbridge.gov.uk</p>
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3.15 Green Infrastructure

<p>All Major Applications and any application that has a significant impact on Green Infrastructure corridors (as defined on page 25 of the Teignbridge Green Infrastructure Strategy 2014)</p>	<p>The Teignbridge Green Infrastructure Strategy 2014 is the key document for Green Infrastructure (GI) in Teignbridge and is supported by the Devon County Council GI Strategy. A list of typical GI assets can be found in the Landscape Institute's Position Statement (page 4).</p> <p>Proposals should not harm the integrity of the strategic and local GI network or diminish the value of existing key GI assets. Where appropriate, the value of existing GI assets shall be enhanced, new assets created and connectivity improved between individual assets. Particular emphasis should be placed on delivering high quality assets that provide multiple functions and benefits.</p> <p>A Green Infrastructure Context Plan is required to identify the key GI opportunities for the development site and how they relate to the surrounding area and the GI network. This plan presents the evidence base for the Green Infrastructure Masterplan and is informed by an evaluation of the existing and potential assets and their potential roles and benefits.</p> <p>A Green Infrastructure Masterplan is required to identify and define green infrastructure provision within the proposed development site and how these proposed GI site assets connect to the wider GI network.</p> <p>A Green Infrastructure Statement is required to explain how the proposal contributes to achieving the Teign Green Network local vision and themes. It should include how the proposed GI influenced the design of the proposed development and how it delivers GI benefits.</p> <p>Teignbridge Contacts: Email – forwardplanning@teignbridge.gov.uk</p>
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3.16 Ground Conditions / Instability	
<p>Applications in areas of land instability</p> <p>Applications within 200 metres of cliffs, chimes or steep embankments.</p>	<p>Where any instability is suspected or may occur in coastal areas or due to steep slopes, mining activities etc. a Land Stability Report must be undertaken for development and should be produced by a suitably qualified geotechnical, civil or structural engineer. A Land Stability Report is not only for coastal sites, it will also be required for inland areas of unstable land.</p> <p>The report may assess local geology, the history of landslides, consider ground investigation, soil testing, slope stability analysis and reporting depending upon the level of assessment needed.</p> <p>Further information Government guidance on land stability</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
3.17 Heritage Statement (including Historical, archaeological features and Scheduled Monuments)	
<p>Proposals that:-</p> <ul style="list-style-type: none"> • Affect a Listed Building • Located in or adjacent to a Conservation Area • Affect a Scheduled Ancient Monument • Affect a site likely to have archaeological remains 	<p>A Heritage Statement, including a Description or Statement of Significance is required for all development affecting heritage assets. A heritage asset is defined as 'a building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage asset includes designated heritage assets and assets identified by the local planning authority (including local listing).' It should give a description of the heritage asset affected and the contribution of the setting to that significance.</p> <ul style="list-style-type: none"> • The scope and level of detail should be proportionate to the importance of the heritage asset and will vary according to the particular extent of the works involved and the circumstances of each application • Information gained from the historic environment record, together with the impact of the proposal should be set out to explain the design concept in conjunction with the Design and Access Statement. • It should detail the sources that have been considered and the expertise that has been consulted. <p>A Heritage Statement must be provided for each of the following:</p>

- Affect Registered Parks & Gardens

For Listed Building Consent, it should outline the historic importance of the building and include a schedule of works, an analysis of the significance of archaeology, history and character of the building/structure, the principles of and justification for the proposed works and their impact on the historic fabric, the special character of the listed building or structure, its setting and the setting of any adjacent listed buildings. A structural survey may also be required.

Where the proposal includes total or substantial demolition of a listed building the statement should include:

- Condition of the building and cost of repair/maintenance in relation to the importance of the building and the value derived from continued use
- Efforts made to retain the building in use including open marketing at a realistic price
- Merits of alternative proposals for the site

For substantial or total demolition in a Conservation Area Consent, where a building or structure is positively contributing towards the character of a conservation area. It should include:

- a structural survey outlining the condition of the building
- a written analysis of
 - the character and appearance of the building/structure
 - the contribution it makes to the conservation area
 - the principles of, and justification for, the proposed demolition
 - the impact of the demolition on the special character of the area.

For **applications either related to, or impacting on, the setting of heritage assets**, depending on the scale of the application, it should include

- plans showing historic assets that may exist on, or adjacent to, the application site including listed buildings and structures, historic parks and gardens, historic battlefields and scheduled monuments
- an analysis of the significance of archaeology, history and character of the building/structure
- the principles of, and justification for, the proposed works and their impact on the special character and setting of the heritage asset.

If previously unidentified heritage assets are found that are considered to be of architectural, artistic, archaeological or historic Interest and their significance will need to be judged. Information on the heritage assets must be sought from the [historic environment record](#) and the effects of proposals on identified assets will need to be considered.

	<p>For applications within or adjacent to a Conservation Area it should include an assessment of the impact of the development on the character, appearance or setting of the area. Conservation Area Appraisals have been prepared by the Council for each of the conservation areas.</p> <p>New development will need to demonstrate that it preserves those aspects of its setting that either enhances or makes a positive contribution towards the character or appearance of the conservation area.</p> <p>For applications involving the disturbance of ground on sites that are known to have or are considered likely to have archaeological interest an applicant may need to commission an assessment of existing archaeological information as well as more intrusive archaeological investigations and submit the results as part of the Heritage Statement to allow the importance of the archaeological site to be understood along with the impact of the development upon it, and enable an informed and reasonable planning decision to be made. Such information on the recording of archaeological remains should be made publicly available, particularly where a heritage asset is to be lost. This normally involves adding the information to the historic environment record and the appropriate museum or other repository.</p> <p>Further Information Government guidance on conserving and enhancing the historic environment Section 128 of National Planning Policy Framework</p> <p>Devon County Council Historic Environment Team can advise as to the requirement and scope of any heritage statement or archaeological interest of the site. Email : archaeol@devon.gov.uk</p> <p>Teignbridge Contacts: Email - designandheritage@teignbridge.gov.uk Website - Listed buildings web page</p>
<p>3.18 Land Contamination Assessment</p>	
<p>On all applications where the answer to</p>	<p>A Land Contamination Assessment, completed by a competent person, must be submitted with all applications where contamination is known or suspected and also for any particularly vulnerable use. This is</p>

<p>any of the 'Existing Use' questions on the application form is 'yes'</p> <p>Or if the proposal is likely to pose a risk to controlled waters.</p>	<p>required to determine the existence or otherwise of contamination, its nature and the risks it may pose and whether these can be satisfactorily reduced to an acceptable level.</p> <p>'Particularly vulnerable use' includes dwellings, schools, nurseries, allotments and playing fields among others. Residential extensions and conservatories are excluded unless there is a known contamination issue.</p> <p>However, to ease the burden on small developers, the Council will not normally require an assessment:-</p> <ul style="list-style-type: none"> • For residential extensions or small residential schemes on sites which are within a residential curtilage where there is no reason to suspect nearby contamination or • Where there is a current approval or where a contaminated land report has already been submitted as part of a previous application or • Where the application is clearly not a risk e.g. minor change with no ground disturbance. <p>If the proposed development is situated within 250 metres of a former landfill site there will be a requirement for specific consideration of issues with ground gas.</p> <p>Teignbridge Contacts: Email – Environmental Health envc@teignbridge.gov.uk Website - Contaminated land web page for general information and Technical Advice notes 1 and 2 Environment Agency cost-recovered pre-application advice if the proposal is likely to pose a risk to controlled waters from SPDC@environment-agency.gov.uk</p>
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3.19 Landscape & Visual Assessment/Landscape Proposals

<p>All Applications likely to have a significant landscape or visual impact</p> <p>All Applications with potential to adversely affect Areas of Great Landscape Value (AGLV), Undeveloped Coast (CPA) &</p>	<p>Landscape should be considered at the inception of development schemes. This should take the form of an assessment and an analysis of the of the site and context, helping to:</p> <ul style="list-style-type: none"> • inform an understanding of the character of the site and the site context; • identify the key characteristics of an area to which development proposals need to respond; • influence design decisions that would help minimise adverse effects on the landscape and visual amenity and help to create a distinctive identity. <p>An assessment of the landscape impacts of the proposals should include its impact on landscape character and visual impact, including wider impact from public viewpoints and residential amenity. Visual impact should take account of the distance from the development, magnitude of impact, sensitivity of viewers (e.g. a notable public viewpoint) and seasonal effects of screening vegetation.</p>
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Registered Historic
Parks & Gardens

Site survey & analysis plans should include topography (contours/spot heights), existing features such as trees, hedges and other vegetation, ponds and watercourses, structures & earthworks, roads, tracks & paths, historic features and service information. Analysis should include conditions & value of site features, views and viewpoints, soils & ground conditions and microclimate.

The scope and detail of landscape assessment and design will vary and should be proportionate to the scale and impact of the development. Whilst major developments will require a full Landscape and Visual Impact Assessment, a Landscape & Visual Appraisal or Technical Note with photographs may be adequate for smaller proposals.

Images and photomontages should follow [Visualisation of Development](#) guidance.

Landscape proposal plans should indicate the location of existing and proposed trees, hedges and other vegetation to be retained/removed and of other site features identified in the survey such as boundary fences and walls along with existing and proposed levels where appropriate. Detailed proposals for hard and soft landscape works should include proposed earthworks (excavation/re-grading), water features, heights and materials for hard boundaries and surfaced areas and planting and maintenance schedules and specifications. These should include species mixes, numbers/percentages, planting distances, method, size/type of plant, cultivation, protection (e.g. stock fencing/guards) and maintenance (e.g. weeding, pruning, mulching and watering). All new planting should be covered by a 5 year establishment maintenance period. Any plant which fails to establish successfully during this period should be replaced.

Hard and soft landscaping and building design should be complementary. The design should allow sufficient space for the long term retention of existing mature trees and hedgerows and for the planting of trees and hedges of appropriate size, allowing for their long term growth.

A Planting Strategy should accompany larger schemes: to describe the strategic purposes of different aspects of the planting, such as responding to the natural and cultural landscape context, define spatial massing and containment, create identity, screening, unity, variety and stimulation.

A Long-term Landscape/Ecological Management Plan (LEMP) will be required for larger schemes/major applications where the long term character of vegetation is key to the suitability of development proposals.

A Heritage Statement will be required where proposals are likely to have impacts on Registered Parks and Gardens or its setting.

	<p>Further information. Teignbridge Landscape web page has links to the following useful documents:</p> <ul style="list-style-type: none"> • Teignbridge District Landscape Character Assessment • Devon County Landscape Character Assessment • National Character Area Profiles • Teignbridge Landscape Design Planning Advice Note • Solar Photovoltaic Development in the landscape SPD • Sensitivity to Onshore Wind Energy Developments <p>Native hedgerows and Devon banks</p> <p>Teignbridge Contacts: Email - designandheritage@teignbridge.gov.uk Website - landscape web page</p>
<p>3.20 Lighting assessment</p>	
<p>Applications involving significant external lighting</p>	<p>All proposals involving the provision of publicly accessible developments, in the vicinity of residential property, a Listed Building or a Conservation Area, Local Wildlife Site, green link or watercourse where external lighting would be provided or made necessary by the development</p> <p>Guidance Details should include the following as relevant: • hours of operation; • an isolux contour map showing light spillage to 1 lux; • light levels; • column heights; layout plan with beam orientation, • a schedule of equipment • a description of the measures such as hoods and cowls that have been provided to avoid glare; • impact on nearby dwellings or roads and use of planting to mitigate effect.</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
<p>3.21 Manufacturer's details</p>	
<p>Applications for wind turbines, solar panels, microgeneration, extraction devices etc.</p>	<p>Manufacturer's specification of device.</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>

3.22 Mineral Resource Assessment

Applications located within a Mineral Safeguarding Area (MSA) or Mineral Consultation Area (MCA)

For development within an MCA, Policy M2 of the Devon Minerals Plan seeks to safeguard mineral resources but does allow for non-mineral development where the applicant can demonstrate that the mineral resource is not of current or potential economic or heritage value.

The need for an MRA will be identified by DCC through pre-application consultation or on consultation following submission of a planning application

More information:

[DCC Mineral Safeguarding SPD](#)

Contacts:

Devon County Council

3.23 Noise impact assessment

Applications for

- Potentially noise generating developments near sensitive locations
- Noise sensitive applications near existing noise generating uses

The following developments should include a noise impact assessment / noise mitigation scheme for the impact of noise on nearby residential uses:

- (i) change of use to restaurants, cafes, takeaways or drinking establishments.
- (ii) conversion of buildings to residential use
- (iii) new residential development sited on classified roads
- (iv) new residential development nearby to licensed premises
- (v) new commercial development within Use Classes B2 or B8 adjacent to existing residential development.
- (vi) any application for an entertainment and licensed premise

Other developments (including day nurseries, sports facilities, smoking areas, places of worship) can generate noise and may warrant a noise impact assessment / noise mitigation scheme, this will be determined on a site to site basis.

If the development includes a delivery or service yard the noise assessment should include how the noise from deliveries will be controlled.

	<p>Noise Impact Assessments should be based on physical measurement surveys rather than predictive modelling. It will normally be necessary to confirm the noise emissions of proposed new plant and equipment, either from reliable manufacturers' data or by undertaking measurements of existing facilities elsewhere, rather than relying on assumed noise emissions. A Noise Impact Assessment should be prepared by a suitably qualified acoustician. The Institute of Acoustics have a find-a-specialist service</p> <p>Guidance on the production of the assessment can be found at Institute of Acoustics ProPG: Planning & Noise – New Residential Development</p> <p>For commercial kitchens a noise assessment should be completed and submitted with the application demonstrating the potential impact of the proposal and the mitigation that will be used. Guidance can be found in the Control of Odour and Noise from Commercial Kitchen Exhaust Systems.</p> <p>Teignbridge Contacts: Email – Environmental Health envc@teignbridge.gov.uk</p>
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3.24 Planning Statement

<p>All Major applications</p> <p>Applications with economic impact</p>	<p>A planning statement should identify the context and need for a proposed development and include:</p> <ul style="list-style-type: none"> • an assessment of how the proposed development accords with relevant national, regional and local planning policies. • details of consultations with the local planning authority and wider community/statutory consultees undertaken prior to submission • a separate statement on community involvement where appropriate. • any regeneration benefits from the proposed development, including: <ul style="list-style-type: none"> • details of any new jobs that might be created or supported • the relative floorspace totals for each proposed use (where known) • any community benefits • reference to any regeneration strategies that might lie behind or be supported by the proposal. <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
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3.25 Retail and Leisure Development	
<p>All retail and leisure development</p>	<p>Any applications which represents a departure from the local plan will require an Impact Assessment covering:</p> <ul style="list-style-type: none"> a) impact of the proposal on existing, committed and planned investment in a centre or centres in the catchment area of the proposal b) impact of the proposal on town centre vitality and viability c) availability of alternative sites for the development; d) accessibility of site and connections to the town centre <p>The level and type of evidence and analysis required to address the key considerations should be proportionate to the scale and nature of the proposal.</p> <p>Further guidance Teignbridge Local Plan</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
3.26 Section 106 Agreements	
<p>Section 106: dependant on individual site</p>	<p>Planning obligations agreed under s106 of Town and Country Planning Act 1990 are used to deliver affordable housing and a limited amount of site-specific infrastructure.</p> <p>S106 - Applicants/agents should clarify the Council’s requirements in pre-application discussions and submit a Statement of Proposed Heads of Terms for a Section 106 Agreement or Unilateral Undertaking with their application.</p> <p>Unilateral Undertakings are also required under section 3.6 Biodiversity - Appropriate Assessments – within 10km of Exe EstuarySPA/Dawlish Warren SAC, unless alternative mitigation measures are submitted or payment is made in full in advance.</p>

3.27 Self Build Dwellings

All residential applications that include self-build	The online application form does not currently include an option to record self-build. Therefore proposals that include self-build must use the Residential Dwelling Units Supplementary Information Template which does include self-build. This is available as a download whilst completing the online application process.
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3.28 Sport Facilities

All applications that involve loss or change of sports facilities	<p>Where applications will result in a loss of playing fields or loss or change of other facilities Sports England will be consulted and require:</p> <ul style="list-style-type: none">• Plans showing extent of playing field area lost• Justification for chosen location and alternatives considered• Any changes in provision of sports facilities• How replacement facilities will equal or better quality will be achieved and maintained. <p>Further information: Sports England Validation Checklist Requirements as at Nov 2020.pdf www.sportengland.org</p>
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3.29 Statement of Community Involvement

Major applications	<p>Applicants are strongly encouraged to</p> <ul style="list-style-type: none">• seek pre-application advice from the council and from statutory consultees• write and regularly review a Consultation Strategy for the proposal, in consultation with the Council, taking into account the Statement of Community Involvement, adopted by the Council in June 2019• Consult the local community in accordance with the Consultation Strategy• Consider the consultation responses received and submit a document explaining how it has influenced the planning application. <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
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3.30 Structural Survey

Conversion of existing buildings

A Structural Survey, carried out by a qualified structural engineer, may be required in support of an application if the proposal involves conversion of an existing building, for example barn conversions.

Teignbridge Contacts:
Email - planning@teignbridge.gov.uk

3.31 Telecommunications Development

Telecommunications applications

Planning applications for mast and antenna development by mobile phone network operators in England should be accompanied by a range of supplementary information including the area of search, details of any consultation undertaken, details of the proposed structure, and technical justification and information about the proposed development along with evidence that all relevant Mast-Sharing and Site-Sharing opportunities have been investigated.

Planning applications should also be accompanied by a signed declaration that the equipment and installation has been designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP).

Teignbridge Contacts:
Email - planning@teignbridge.gov.uk

3.32 Transport Assessment/Travel Plan or Transport Statement

Schemes with significant transport implications.

The thresholds are set out in Appendix B of [Guidance on Transport](#)

A **Transport Assessment** (TA) is required. The coverage and detail of the TA should reflect the scale of the development and the extent of the transport implications of the proposal. For major proposals, the TA should illustrate accessibility to the site by all modes of transport, and the likely modal split of journeys to and from the site. It should also give details of proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking associated with the proposal, and to mitigate transport impacts.

<p>Assessment (March 2007)</p> <p>Development of land resulting in a material increase or significant change of traffic using existing rail infrastructure (particularly level crossings) or require rail improvements.</p>	<p>A Travel Plan (TP) is also required outlining the way in which the transport implications of the new development will be managed in order to ensure the minimum environmental, social and economic impacts. For schemes with relatively small transport impacts, a Transport Statement can be submitted instead of the TA/TP outlining the transport aspects of the application, assessing the existing and proposed conditions but without the detailed analysis of impact on the wider network.</p> <p>Where a Transport Assessment or Transport Statement is submitted it must include Annual Average Daily Traffic flow (AADT) as well as peaks.</p> <p>Information to be submitted should be agreed in advance as part of pre-application discussions</p> <p>Further guidance Guidance on Transport Assessment (March 2007)</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
<p>3.33 Vacant Building Credit</p>	
<p>5 or more dwellings where vacant buildings to be demolished and vacant building credit for Affordable Housing is being claimed</p>	<p>Vacant Building Credit (VBC) was introduced with the aim of stimulating the re-development of brownfield sites. It offers a financial credit based on the existing gross internal floor area of the vacant building to the development site. It does not apply to a building that has been deemed abandoned. VBC Policy is set out in NPPF (paragraph 63) and Planning Practice Guidance (paragraph 028 Reference ID:23b-028-20190315).</p> <p>To apply for Vacant Building Credit a statement must be submitted as part of the planning application which provides:</p> <ul style="list-style-type: none"> • Evidence that any referenced building is a 'Vacant Building'. A 'Vacant Building' is a building that has not been in use for three years. • Evidence a building on site is not an 'Abandoned Building' or vacated solely for the purpose of redevelopment. The council will take into account all of the following: <ul style="list-style-type: none"> ○ The physical condition of the building ○ The length of time that the building has not been used ○ Whether it had been used for any other purpose ○ Evidence of the owners intentions

	<p>Layout Plans showing the footprint and Gross Internal Floor Area (GIFA) of the existing building are required along with floor plans of the proposed development showing GIFA.</p> <p>The NPPF specifically excludes ‘land that is or was last occupied by agricultural or forestry buildings’ and buildings in residential use cannot be used for VBC for the purposes of affordable housing.</p> <p>Further information Vacant Building Credit Advice Note</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
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3.34 Ventilation and Extraction Details	
<p>All applications for:</p> <ul style="list-style-type: none"> • Restaurant and Cafes • Drinking Establishments • Hot Food Take-Away <p>Applications within Use Class B1 and B2 that produce odorous emissions</p>	<p>Details of the position and design of ventilation and extraction equipment, including odour abatement techniques and acoustic noise characteristics, will be required to accompany all applications for the Use Classes:-</p> <p>Applications for the use of premises for the following purposes:</p> <ul style="list-style-type: none"> • Restaurant and Cafes • Drinking Establishments • Hot Food Take-Away <p>May also be required for Use Class B1 (general business), B2 (general industrial) and other commercial developments that will cause odorous emissions for example brewing, rendering, paint spraying, leisure uses etc. where substantial ventilation or extraction equipment is proposed to be installed</p> <p>This information (excluding odour abatement techniques unless specifically required) will also be required for significant retail, business, industrial or leisure or other similar developments where substantial ventilation or extraction equipment is proposed to be installed.</p> <p>Any ventilation or extraction systems should be marked on the relevant elevation drawings.</p>

	<p>For commercial kitchens a noise assessment should be completed and submitted with the application demonstrating the potential impact of the proposal and the mitigation that will be used. Guidance can be found in the Control of Odour and Noise from Commercial Kitchen Exhaust Systems.</p> <p>Teignbridge Contacts: Email – Environmental Health envc@teignbridge.gov.uk</p>
<p>3.35 Viability Assessment</p>	
<p>Major Residential applications not meeting Affordable Housing targets</p>	<p>If an application does not offer the appropriate level of affordable housing as set out in the adopted local plan a viability assessment is required to show that provision of the required level of affordable housing would make the development not viable. This assessment itself will be subject to a separate appraisal by an assessor approved by the Council and paid for by the developer and will be published on the website in line with guidance as set out in the Planning Practice Guidance for Viability and decision taking</p> <p>Teignbridge Contacts: Email - planning@teignbridge.gov.uk</p>
<p>3.36 Waste Audit Statement/Waste Management plan</p>	
<p>Major applications and those involving extensive excavation</p>	<p>Required to detail the proposal for dealing with waste produced during construction, and resulting from the development.</p> <p>Major development proposals to be accompanied by a Waste Audit Statement. This is to minimise waste production and support sustainable waste management throughout the demolition, construction and operational phases of the development</p> <p>Further guidance from Devon County Council:</p> <ul style="list-style-type: none"> • Policy W4 of the Devon Waste Plan • Waste Management and Infrastructure Supplementary Planning Document

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