

Reference No.	Application Address	Planning Officer																	
Proposal		Date	Site Visit																
			Y/N																
Key Considerations																			
Constraints / identified features	<p>Formal Designations:</p> <table border="0"> <tr> <td>Conservation area</td> <td>Flood Zone 2,3</td> </tr> <tr> <td>World Heritage Site</td> <td>Contaminated Land</td> </tr> <tr> <td>Article 4 Direction</td> <td>Biodiversity (SSSI or likely presence of protected species)</td> </tr> <tr> <td>Listed building</td> <td>Public Right of Way</td> </tr> <tr> <td>Archaeology</td> <td>Air Quality Management Area</td> </tr> <tr> <td>Scheduled Ancient Monuments</td> <td></td> </tr> <tr> <td>Tree Preservation Order (TPO)</td> <td></td> </tr> <tr> <td>Green Network</td> <td>Other(s) – Please specify</td> </tr> </table>			Conservation area	Flood Zone 2,3	World Heritage Site	Contaminated Land	Article 4 Direction	Biodiversity (SSSI or likely presence of protected species)	Listed building	Public Right of Way	Archaeology	Air Quality Management Area	Scheduled Ancient Monuments		Tree Preservation Order (TPO)		Green Network	Other(s) – Please specify
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Main Considerations	<p>ie</p> <ul style="list-style-type: none"> • Location of development • Density, Design and Visual Impact • Impact on Amenities of Neighbouring Properties/ uses • Highway Safety • Environmental Constraints • Provision of infrastructure (highways, education, open space / play facilities, Affordable housing) • Other(s) – Please specify 																		
Relevant History																			
Key Policies	<ul style="list-style-type: none"> • National Planning Practice Guidance: National Planning Policy Framework (NPPF) • Telford & Wrekin Local Plan (2011-2031) <ul style="list-style-type: none"> SP3 Rural Area SP4 Presumption in favour of Sustainable Development HO1 Housing Requirement HO10 Residential Development in the Rural Area NE1 Biodiversity & Geodiversity NE2 Trees, Hedgerows & Woodlands C3 Impact of development on Highways BE1 Design Criteria 																		
Internal Consultations Summary (attached where necessary)																			
Highways																			
Ecology	ie. Bat Survey required																		
Conservation	ie Object to current design – amend to pitch roof																		

Drainage	le no objection subject to use of SUDs, need details – including any management
Arboriculture	le NA
Land stability	<p>The proposed development will involve material operations to the land, and as required by the NPPF, any decision will need to ensure that the development is appropriate taking account of any risks from land instability and contamination.</p> <p>Where a development site is affected by contamination or stability, it is the responsibility of the developer and/or landowner to secure a safe development.</p> <p>Therefore any proposal should indicate existing and proposed ground levels. Where any retaining features are proposed, these should be clearly illustrated and accompanied by appropriate reports completed by a competent person.</p>
Contamination / Coal Mining	<p>DELETE AS APPROPRIATE</p> <p>Due to previous uses, consideration to contamination is necessary and a ground investigation is required prior to submission</p> <p>OR</p> <p>Having consideration to the previous uses, it is likely that the site is subject to ground contamination and any remediation will be controlled through condition of any approval.</p> <p>DELETE AS APPROPRIATE</p> <p>The site is located in the Low Risk Coal Mining Area and / or the development is included on the Exemptions List. However if any coal mining feature is encountered during development, this should be reported immediately to the Coal Authority on 0345 762 6848. Further information is also available on the Coal Authority website at: www.gov.uk/government/organisations/the-coal-authority.</p> <p>OR</p> <p>The site is located in the High Risk Coal Mining Area and the development is not included on the Exemptions List. You will therefore need to submit a Coal Mining Risk Assessment (CMRA) to support your planning application which may typically include:</p> <ul style="list-style-type: none"> - A desk study; - Walkover survey; - A topographic survey; - Intrusive ground investigation; - Instrument installation for gas and groundwater monitoring, sampling and testing; - Ground movement monitoring, both surface and at depth; and - Slope stability assessment.
Environmental Health	
Policy	le No objection
Urban Design	
Housing	<ul style="list-style-type: none"> • le Provision go % affordable housing;
Education	<ul style="list-style-type: none"> • le Provision of £x towards primary facilities at... School
Healthy Spaces	<ul style="list-style-type: none"> • le £600 per dwelling (2 or more bed spaces)
Viability	
FYI External bodies that would be consulted as part of a planning application:	
<ul style="list-style-type: none"> • Shropshire Council Archaeological Service • Environment Agency • Highways England 	

- Historic England
- Natural England
- Shropshire Wildlife

Assessment	
Principle	<ul style="list-style-type: none"> • The development is located within the urban boundary • Principle of development and approved under...

Design	<p><i>Include any built heritage issues</i></p> <ul style="list-style-type: none"> • Proposal has a density of... which does not harm the surrounding area • The design brings in details from surrounding areas – scale and massing, but requires further fenestration – including chimneys, eave details, headers and cills • Design also includes windows and doors which are proportionate to the extension and the dwelling • Scale of the extension is proportionate to the dwelling • Materials are expected to match the dwelling • Private residential garden area remaining is considered sufficient for a dwelling of this size
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Impact on amenities of neighbours <ul style="list-style-type: none"> • <i>Habitable room:– Kitchen, dining, living room, bedroom</i> 	Proposed minimum distance of new habitable room to boundary of neighbouring private garden:	Write distance - and address if concerns
	Proposed minimum distance of existing habitable window to proposed habitable window:	Write distance and address if concerns
	Proposed minimum distance of existing habitable window to proposed flank elevation:	Write distance and address if concerns
	Are there any level differences between the proposal and neighbouring land?	If yes outline what difference
	Existing boundary treatment	
	<ul style="list-style-type: none"> • The proposed extension will not adversely impact the living conditions of the neighbours 	

Highway Safety	No. Parking Spaces provided:	No. Parking spaces required:
	Minimum Parking Sizes:	
	<ul style="list-style-type: none"> • The proposed access point needs to provide visibility splay of • Refuse vehicles of ... should be able to manoeuvre and demonstrated through tracking plans • Insufficient vehicle spaces have been provided. The proposal needs to provide... spaces to accord with policy 	

Ground / Environmental issues	<ul style="list-style-type: none"> • The proposal can be adequately drained – but require details • The proposal will not adversely affect any protected species – but requires mitigation measures • The proposal does not harm any protected trees – but requires mitigation • The site is not subject to land contamination – condition to ensure if any contaminates found • Any retaining wall will require further assessment – and should be supported by a stability declaration form
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Contributions & Viability	<ul style="list-style-type: none"> • Proposal should provide : <ul style="list-style-type: none"> ○ Education ○ Highways ○ Leisure ○
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Other	<ul style="list-style-type: none"> • The proposal is not affected by any identified constraint indicated above. <p style="color: red;">Need for Officer to demonstrate how any request for a financial contribution meets the following tests:</p> <ol style="list-style-type: none"> 1. That it is necessary to make the development acceptable in planning terms; 2. That it is directly related to the development; and 3. That it is fairly and reasonably related in scale and kind to the development.
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Conclusion	
Amend	Describe what to do ... Recommended additional dialogue in receipt of this information / amendments
Further information required	Should advise what is required, and why it is necessary.
Support	Subject to provision ofinformation Likely conditions: <ul style="list-style-type: none"> • Materials to match the existing property • Provision of a visibility splay • Window on southern boundary to be obscurely glazed
Cannot support / Refuse	Principle is unacceptable on the grounds of... To progress with this application it is suggested you provide further justification with regard to....

To have a formal planning decision for this development you are required to submit a formal planning application. The table below sets out these requirements

Validation Requirements	
1.	The application form
2.	1:1250 or 1:2500 Location Plan - The site area/property should be edged in a red line
3.	1:200 or 1:500 Block Plan - Please annotate the plan to show the position of the development, parking provision, boundary treatments and any other necessary information
4.	1:100 or 1:50 existing elevations

5. 1:100 or 1:50 proposed elevations
6. 1:100 or 1:50 existing floor plans
7. 1:100 or 1:50 proposed floor plans
8. 1:100 or 1:50 existing roof plan
9. 1:100 or 1:50 proposed roof plan
10. Preliminary Ecological Assessment (PEA) - This is required as there are records of protected species present within the vicinity or your property
11. Design and Access Statement
12. Others – Noise report, tree survey, archaeological assessment, Householder Flood Risk Assessment, Slope Stability, Coal Mining, Contaminated Land
13. Fee of £

If you require further advice prior to the purchase of any plans or wish to purchase them from ourselves please contact us on 01952 384555 or at planning@apt-group.co.uk **Please note** that the planning application will not be formally registered and the determination period will not start until all the above information has been submitted.

Further information:	Link to application forms and guidance which includes the Validation Criteria .
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Signed:		Dated	
Authorised by		Dated	

Any advice given by Council officers at pre-application stage is not a formal planning decision by the Local Planning Authority.

The advice provided has been given on the basis of the information provided and include the relevant comments from internal consultees as detailed above. External consultation has not been sought and in some cases may be relevant

The above advice is given without prejudice to any future decision made by the Local Planning Authority, and the consideration of a formally submitted planning application may generate previously unknown issues either through responses to statutory consultations or evaluation of the more detailed information submitted with the application.

The decision on the formal application may also be made by the Planning Committee which, democratically, is entitled to arrive at a different conclusion to the planning officers provided that decision is based on reasonable planning grounds.