



## Cambridge City Council Planning

**Date:** Wednesday, 30 June 2021

**Time:** 10.00 am

**Venue:** Main Room - The Cambridge Corn Exchange, 2 Wheeler Street, Cambridge, CB2 3QB

**Contact:** [democratic.services@cambridge.gov.uk](mailto:democratic.services@cambridge.gov.uk), tel:01223 457000

### Agenda

- |   |                                         |        |                |
|---|-----------------------------------------|--------|----------------|
| 9 | Local Validation List<br>Appendix 1 & 2 | 12noon | (Pages 3 - 46) |
|---|-----------------------------------------|--------|----------------|

**Planning Members:** Smart (Chair), D. Baigent (Vice-Chair), Dryden, Flaubert, Gawthorpe Wood, Porrer and Thornburrow

## Information for the public

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## Appendix 1

### Planning application validation requirements for Cambridge City Council

The table below sets out the supporting documents which must be submitted with a planning application. Some of these documents are always required and your application will not be able to be registered unless this documentation has been provided. Others will depend upon the type of planning application you are proposing and where the site is, and the table below provides further guidance on where such a supporting document will be required.

The table sets out the national requirements at the beginning of the table (labelled alphabetically in the first column), and below these (labelled numerically) the local validation requirements for Cambridge City Council.

Before an application is submitted the policies of the Cambridge Local Plan (2018) should be considered as a whole, and pre-application discussions are strongly recommended.

Page 9	Validation requirement	When required?	What is required?	Policies, guidance and further information
<b>National Validation Requirements</b>				
A	Application Form	A completed form is always required (one copy of all application documents must be supplied if submitted by post).	<p>You can apply for planning permission online through the <a href="#">Planning Portal</a>.</p> <p>Please ensure that you have completed every section of the application form before submitting, and that the form has been signed.</p> <p>Where sections or questions are not relevant please state this on the form.</p>	
B	Fee	This is always required, unless covered by specific exemptions.	Current national fees can be found on the Planning Portal.	National Planning Practice Guidance (NPPG) – Fees for planning applications
C	Location and site plans	All applications.	<p>This must be an up-to-date Ordnance Survey-based location plan at an appropriate scale, usually 1:1250 or 1:2500. In the case of large sites other scales may be appropriate.</p> <p>The plan must show:</p>	Site plans may be created through a number of online retailers. You can find guidance on the Planning Portal

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Page 4			<ul style="list-style-type: none"> <li>At least two named roads and all surrounding buildings or land (unless this would require a plan greater than a scale of 1:2500)</li> <li>The application site (the whole planning unit)</li> <li>A north point</li> <li>The scale clearly identified</li> </ul> <p>The plan used should:</p> <ul style="list-style-type: none"> <li>Show OS Crown copyright</li> <li>Not be copied from existing OS mapping, if using hand drawn maps such as standard streets</li> <li>Show the correct licence number if you wish to print or copy maps for applications</li> </ul> <p>The application site boundary must be edged clearly with a red line. It should include all land necessary to carry out the proposed development - for example, land required for access to the site from a public highway, visibility splays, landscape, car parking and open areas around the building.</p> <p>A blue line should be drawn around any other land owned by the applicant, close to or adjoining the application site.</p>	
	D Other relevant plans	Applications must be accompanied by plans and drawings or information necessary to describe the subject of the application.	<p>Existing and proposed block plans of the site (for example at a scale of 1:100 or 1:200 with a scale bar shown) showing any site boundaries and neighbouring properties.</p> <p>Existing and proposed elevations (for example at a scale of 1:50 or 1:100).</p> <p>Existing and proposed floor plans (for example at a scale of 1:50 or 1:100 with a scale bar shown).</p> <p>Existing and proposed site sections and finished floor and site levels (for example at a scale of 1:50 or 1:100 with scale bar shown).</p>	

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			Roof plans (for example at a scale of 1:50 or 1:100 with scale bar shown).	
E	Plans for advertisement consent applications	All advertisement consent applications.	<p>Location plan identifying the location of the site by reference to at least two named roads, identifying the proposed position of the advertisement in red and showing the direction of north. The plan should be to an appropriate scale, usually 1:1250 or 1:2500 and show a scale bar.</p> <p>Site plan (at a scale of 1:200 or 1:500 and with a scale bar).</p> <p>Existing elevations (e.g. at a scale of 1:50 or 1:100 with scale bar shown).</p> <p>Proposed elevations (e.g. at a scale of 1:50 or 1:100 with scale bar shown).</p> <p>Advertisement drawing(s) (e.g. at a scale of 1:50 or 1:100 with a scale bar shown) showing advertisement size, siting, materials and colours to be used, height above ground, extent of projection and details of the method and colour(s) of illumination (if applicable).</p>	
F	Plans for Listed Building Consent applications	All listed building consent applications.	<p>Location Plan – see section C.</p> <p>Other relevant plans – see section D.</p> <p>Plans to a scale of not less than 1:20 (with a scale bar shown) to show all new doors, windows, shop-fronts, panelling, fireplaces, plaster moulding and other decorative details as referenced in the application.</p>	
G	Design and Access Statement	Major development (defined as development of 10 or more dwellings (or 0.5 hectares or more for residential development where the number of dwellings is unknown) for the creation of more than a 1,000 sq	<p>A design and access statement should:</p> <ul style="list-style-type: none"> <li>• Explain the design principles and concepts that have been applied to the development</li> <li>• Demonstrate the steps that have been taken to appraise the context of the development and how the design of the development takes that context into account in relation to the proposal</li> </ul>	Design Council - Design and access statements: How to write, read and use them

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Page 6		<p>m of floor space and where the site is greater than 1 hectare).</p> <p>Development in a designated area (World Heritage Site or conservation area) where the proposed development consists of either one or more dwellings or a building or buildings with floor space of 100 sq m or more.</p> <p>Applications for listed building consent.</p>	<ul style="list-style-type: none"> <li>• Explain the policy adopted as to access and how policies relating to access and more generally in relevant development plan documents (DPDs) have been taken into account</li> <li>• State what, if any, consultation has been undertaken on issues relating to access to the development and what account has been taken of the outcome of any such consultation</li> <li>• Explain how specific issues which might affect access to the development have been addressed.</li> <li>• Include a sustainability statement in the cases of major development (see below)</li> </ul> <p>Statements accompanying applications for Listed Building Consent should, in addition to the above, show how they have taken account of:</p> <ul style="list-style-type: none"> <li>• The special architectural or historic importance of the building</li> <li>• The particular physical features of the building that justify its designation as a listed building</li> <li>• The building's setting.</li> </ul> <p>Where appropriate these matters can be addressed in a Heritage Statement.</p>	
	H Environmental Impact Assessment	<p>The Town and Country Planning (Environmental Impact Assessment) Regulations (2017) apply to two separate types of development:</p> <ol style="list-style-type: none"> <li>1. Schedule 1 development, for which EIA is required in every case; and</li> <li>2. Schedule 2 development, for which EIA is required only if the development in question is judged to give rise to significant environmental effects.</li> </ol>	<p>If your development proposal is considered to be EIA development, then an Environmental Statement (ES) which assesses the likely significant environmental effects of the proposed development will need to be prepared and submitted as part of the planning application.</p> <p>Information for inclusion in an Environmental Statement is set out in Schedule 4 of the Regulations. The scope of any ES should be agreed by the local planning authority in a formal scoping opinion.</p>	<p>Town and Country Planning (Environmental Impact Assessment) Regulations 2017</p> <p>National Planning Practice Guidance (NPPG) – Environmental Impact Assessment</p>

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		If you are proposing any large or sensitively located development, please ask us about Environmental Impact Assessment as part of your pre-application discussion.		
I	Environmental Impact Assessment screening options	If you are unsure whether a proposal is EIA development, and will require an Environmental Statement, you can submit a Screening Opinion request to the Local Planning Authority.	<p>You will need to include the following information with your request for a Screening Opinion:</p> <ul style="list-style-type: none"> <li>• A plan sufficient to identify the land</li> <li>• A brief description as to the nature and purpose of the development and its possible effects on the environment</li> <li>• Such other information, which you feel, may be of benefit.</li> </ul> <p>On receipt of the application for a screening opinion we will consult relevant organisations and respond to the request within 21 days.</p> <p>You will be informed, in writing, of the outcome of the screening opinion. If we consider that the proposal could have significant effects on the environment then you will be required to submit an EIA with the planning application.</p>	<p>Town and Country Planning (Environmental Impact Assessment) Regulations 2017</p> <p>National Planning Practice Guidance (NPPG) – Environmental Impact Assessment</p>
J	Environmental Impact Assessment scoping options	If you are minded to make an application for EIA development, you can ask the LPA to state in writing their opinion as to the scope and level of detail of the information to be provided in the Environmental Statement (a 'Scoping Opinion').	<p>You will need to include the following information with your request for a Scoping Opinion:</p> <ul style="list-style-type: none"> <li>• A plan sufficient to identify the land</li> <li>• A brief description of the nature and purpose of the development and of its possible effects on the environment</li> <li>• Such other information that may be of benefit.</li> </ul> <p>On receipt of the application for a scoping opinion, we will consult relevant specialists and respond to your request within 5 weeks of receipt, and will consult all relevant specialists and the developer as part of the process. This period may be extended by agreement in writing.</p> <p>We will then confirm what we consider to be the main effects of the development and the topics that the Environmental Statement</p>	<p>Town and Country Planning (Environmental Impact Assessment) Regulations 2017</p> <p>National Planning Practice Guidance (NPPG) – Environmental Impact Assessment</p>

	Validation requirement	When required?	What is required?	Policies, guidance and further information
			should cover. This does not prevent us from requesting additional information as part of the EIA process.	
<b>Local Validation Requirements</b>				
1	Air Quality Assessment	<p>Where air quality is likely to be a significant issue.</p> <p>This will be either from:</p> <ul style="list-style-type: none"> <li>Where a development would adversely affect air quality in a designated Air Quality Management Area (AQMA), or lead to the declaration of a new AQMA, or render unworkable elements of the Council's Air Quality Action Plan / Air Quality Strategy.</li> <li>Proposed introduction of a sensitive use (e.g. residential) into an area of poor air quality.</li> </ul>	An appropriate air quality impact assessment taking into account guidance current at the time of the application. This should include consideration and identification of measures to mitigate and minimise any impacts with reference to the Council's Air Quality Action Plan and Strategy.	<p>Cambridge Local Plan (CLP) Policy 5 (f), 29 and 36</p> <p>NPPF paragraphs 103, 105, 110, 170 and 181</p> <p>NPPG – Air Quality</p> <p>Cambridge City Council Air Quality Action Plan 2018-2023 (Version 2 – 2019 update)</p> <p>Greater Cambridge Sustainable Design and Construction SPD 2020 (Air Quality – Cambridge)</p>
2	Biodiversity – Ecological Impact Assessment	<p>Where development is proposed which will include:</p> <ul style="list-style-type: none"> <li>The demolition of older buildings (pre 1950)</li> <li>Removal or alteration of roof spaces</li> <li>A building within 50m of woodland</li> <li>Extensive natural habitat close by</li> </ul>	<p>The Ecological Impact Assessment (EIA) should detail the possible impacts upon the application site's wildlife and how the applicant has taken account of such impacts. Where proposals are being made for mitigation and/or compensation measures, full details of how such measures will be effective need to be proved with the application.</p> <p>The NPPF now requires a measurable net gain in biodiversity to be provided by development. This should be outlined within all application submissions Scoring and calculations should be based on the DEFRA Biodiversity Offsetting metric.</p> <p>This analysis should be carried out by suitably qualified experts.</p>	<p>CLP Policies 69 &amp; 70</p> <p>Cambridgeshire and Peterborough Biodiversity Action Plan – priority species</p> <p>Biodiversity Checklist – Developer's guidance (2001)</p> <p>Natural Cambridgeshire Developing with Nature Toolkit (2018)</p>



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Page 9		<ul style="list-style-type: none"> <li>Where the building has weatherboarding, hanging tiles, broken or missing tiles, or a roof in poor repair.</li> <li>Barn conversions</li> <li>Removal of mature and veteran trees, removal of scrub and hedgerows</li> <li>Alteration to watercourses.</li> <li>Developments within 250m of ponds or water bodies.</li> </ul> <p>Any development that may either directly or indirectly impact a statutory or non-statutory protected site effect</p> <ul style="list-style-type: none"> <li>a) Internationally and nationally designated statutory sites;</li> <li>b) European and nationally protected species</li> <li>c) local non-statutory designated sites;(above are identified on the CCLP Policies Map)</li> <li>d) priority habitats and species</li> <li>e) Significant populations of national or local Red List or notable species.</li> </ul>	Where further surveys are indicated as being required by the EIA these will also be required.	<p>Cambridgeshire and Peterborough Biodiversity Action Plan – priority species</p> <p>NPPF, Section 15 paragraphs 170-177, and the accompanying NPPG.</p> <p>The British Standards Institute Biodiversity – Code of practice for planning and development (BS42020:2013)</p> <p>Government Circular 06/2005</p> <p>Cambridgeshire County Wildlife Site Register</p> <p>Cambridgeshire Opportunity Mapping (currently in production should be available March 2019)</p> <p>CIEEM Guidelines for Preliminary Ecological Appraisal (2013)</p> <p>Biodiversity Offsetting Pilots</p> <p>Technical Paper: the metric for the biodiversity offsetting pilot in England (2012)</p> <p>Wildlife Assessment Check tool at</p>

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				<a href="http://www.biodiversityinplanning.org/wildlife-assessment-check/">www.biodiversityinplanning.org/wildlife-assessment-check/</a>
C1	BREEAM Pre-Assessment	All new non-residential development	A BREEAM Pre-Assessment demonstrating that the proposals will meet the requirement for achievement of BREEAM 'excellent' will need to be submitted. The BREEAM pre-assessment will also need to demonstrate that maximum credits for Wat 01 (water consumption) will be achieved in line with policy requirements.	CLP Policy 28  For further guidance on BREEAM see: <a href="https://www.breeam.com/">https://www.breeam.com/</a>  Greater Cambridge Sustainable Design and Construction SPD 2020
3	Community / Sports / Leisure Facilities Assessment	Development affecting community, sports or leisure facilities, either the development of new/enhanced facilities or the loss of facilities.  These include the uses in Table 8.2 and 8.3 in the Cambridge Local Plan and any other use which meets the day-to-day needs of people.	For development of new facilities, evidence of how the new facilities meet the criteria in Policy 73. Additional evidence will be needed for city-wide or sub-regional facilities.  The loss of a facility or site needs to demonstrate the loss is adequately replaced or no longer needed by means of a marketing exercise that complies with the requirements listed in Policy 73 and Appendix K and tailored to the type of facility/site to be lost.	CLP Policy 73 & Appendix K  NPPF paragraphs 92 & 182  Playing Pitch Strategy 2015-2031 (updated June 2016)  Indoor Sports Facility Strategy 2015-2031 (updated June 2016)  Open Space and Recreation Strategy (2011)  Sport England 'Planning for Sport Guidance' (Consultation draft - 2018)
4	Demolition and Construction Management Plan (DCMP)	All Major Developments or developments that are likely to result in noise, smells, dust, visual or other adverse effects during the course of demolition and or construction.  Where a Construction Management Plan is not	The following should be incorporated within any Demolition and Construction Management Plan: <ul style="list-style-type: none"> <li>• Details of the management of materials and wastes on site including re-use and recycling.</li> <li>• Details of the siting and layout of construction compounds and contractor parking</li> <li>• Impact assessment and details of mitigation measures for any works that will result in noise / vibration, odour / smell, dust, visual or other impacts</li> </ul>	CLP Policies 28 & 35  BS 5228-1:2009+A1:2014 - Code of practice for noise and vibration control on construction and open sites. Noise (or as superseded)  BS 5228-2:2009+A1:2014 -

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		submitted with the application, it is likely that specific details and mitigation measures will be required by planning condition.	<ul style="list-style-type: none"> <li>• Details of environmental monitoring of impacts e.g. noise / vibration and dust during construction and demolition</li> <li>• Details of temporary haul roads and accesses, and methods of managing vehicle movements to and from the site and wheel washing facilities</li> <li>• Details of, working and delivery hours, methods of demolition, piling works</li> <li>• Details of any protection measures to be installed during the course of the construction to protect any sensitive features, such as water courses or neighbouring residences</li> <li>• Details and location of site lighting</li> <li>• External safety and information signage</li> <li>• Details of complaints procedures, including contact details and response procedures</li> </ul>	<p>Code of practice for noise and vibration control on construction and open sites. Vibration (or as superseded)</p> <p>Guidance on the assessment of dust from demolition and construction (2014 v1.1), Institute of Air Quality Management (IAQM) (or as superseded)</p> <p>Guidance on Monitoring in the Vicinity of Demolition and Construction sites (2018 v1.1), Institute of Air Quality Management (IAQM) (or as superseded)</p> <p>Environmental Good Practice on Site Guide, 4<sup>th</sup> Edition, January 2015 - C741 CIRIA (or as superseded)</p> <p>Greater Cambridge Sustainable Design and Construction SPD 2020</p>
5	Contamination Land Assessment	<p>Where development is on or adjacent to land where contamination is known or suspected to exist.</p> <p>All agricultural land and land previously used for industrial purposes.</p>	<p>The following assessments/reports should be undertaken by a competent person and incorporated into any contaminated land assessment:</p> <ul style="list-style-type: none"> <li>• Preliminary risk assessment (Phase I Investigation) to determine historical land-uses, current land-uses and environmental settings. The potential for contamination, contaminant type and characteristics shall be identified, with provision of initial risk assessment and Conceptual Site Model and proposals for intrusive site investigation if necessary. This represents a</li> </ul>	<p>CLP Policy 33</p> <p>NPPF paragraphs 118 (c), 170 (e) and (f), 178 and 179</p> <p>National Planning Practice Guidance (NPPG) – Land affected by contamination (2014)</p>

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Page 12		<p>The proposed end use/users is/are sensitive and vulnerable to land contamination.</p> <p>The development is within 250 metres of a currently licensed or historic landfill site.</p> <p>The development could affect or cause the movement of contaminants within the ground.</p>	<p>minimum level of information / detail required to validate an application.</p> <ul style="list-style-type: none"> <li>• If recommended following a Phase I investigation, a Phase II Investigation of ground conditions to identify the existence and extent of contamination and any risks to human health and/or the environment.</li> <li>• Provision of an updated risk assessment / Conceptual Site Model following a Phase II I Investigation and a suitable remediation/mitigation strategy if contamination is identified above appropriate assessment criteria</li> </ul> <p>The scope / remit and content of any assessments or supporting information should be discussed and agreed in advance with the local planning authority before it is commissioned – pre-application advice recommended.</p>	<p>The Model Procedures for the Management of Land Contamination (CLR 11)</p> <p>BS10175:2011+A2:2017 - Investigation of potentially contaminated sites. Code of practice.</p> <p>CIRIA 665 'Assessing risks posed by hazardous ground gases to buildings' and BS 8576:2013 'Guidance on investigations for ground gas. Permanent gases and Volatile Organic Compounds (VOCs)</p> <p>Environment Agency guidance on contaminated land and risk management</p> <p>Further details on Land Contamination including Contaminated Land Strategy and public register of contaminated land can be found on the Council's website at: <a href="https://www.cambridge.gov.uk/land-pollution-and-our-contaminated-land-strategy">https://www.cambridge.gov.uk/land-pollution-and-our-contaminated-land-strategy</a></p>

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				<p>Greater Cambridge Sustainable Design and Construction SPD 2020</p> <p>Additional guidance available from:</p> <p><a href="https://www.gov.uk/guidance/land-affected-by-contamination">https://www.gov.uk/guidance/land-affected-by-contamination</a></p> <p><a href="https://www.gov.uk/guidance/land-contamination-how-to-manage-the-risks">https://www.gov.uk/guidance/land-contamination-how-to-manage-the-risks</a></p>
6 Page 13	Daylight / Sunlight Assessment, Shadow Study	<p>Where new development or the altering or extending of existing buildings would unacceptably overshadow neighbouring buildings or open spaces. This is particularly relevant for applications for tall buildings (any structure which breaks the existing skyline and/or is significantly taller than the surrounding built form).</p> <p>Also, where existing mature tree planting may have an impact upon residential rear gardens.</p>	<p>A statement should be submitted with every application where new building works are proposed. This statement should confirm that the BRE 25 and 45 degree rules of thumb test has been carried out and if the test is passed no further information is required. If the test is not passed, then an assessment is required identifying the impacts on daylight and sunlight..</p> <p>Appendix F of the Cambridge Local Plan sets out criteria against which to assess proposals for tall buildings.</p>	<p>CLP Policies 58, 59 &amp; 60 &amp; Appendix F: Tall buildings and the skyline</p> <p>BRE guide - 'Site Layout Planning for Daylight and Sunlight: a guide to good practice' (second edition)</p>
7	Design – Masterplans / Design codes	<p>“Large Major” development or any development that is likely to be carried out as a phased development (For dwellings, a largescale major development is defined as</p>	<p>Site conditions, ecological and environmental surveys to be undertaken and suitable mitigation measures identified if necessary.</p> <p>This should include a Masterplan and Design Code to establish an overall vision and strategy for the site together with parameter</p>	<p>CLP Policy 14</p> <p>NPPF Chapter 12</p> <p>NPPG - Design</p>

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Page 14		one where the number of residential units to be constructed is 200 or more. Where the number of residential units to be constructed is not given in the application a site area of 4 hectares or more should be used. For all other uses a largescale major development is one where the floor space to be built is 10,000 square metres or more, or where the site area is 2 hectares or more.)	plans. The scope and level of detail set out in the Design Code should be agreed as part of the pre-application discussion.	The Urban Design Compendium
	Energy/Carbon Reduction Statement	All new development (other than householder)	<p>A statement setting out how the carbon reduction requirements for new development have been met. The Statement should include carbon calculations based on Building Regulations Part L requirements (SAP/SBEM) and should be set out following the energy hierarchy (Be Lean, Be Clean, Be Green).</p> <p>This statement can be integrated into the sustainability statement, or a stand-alone document.</p>	<p>CLP Policy 28</p> <p>Greater Cambridge Sustainable Design and Construction SPD 2020</p>
	9 Flood Risk Assessment	<p>A site specific Flood Risk Assessment (FRA) is required if the site is:</p> <ul style="list-style-type: none"> <li>In flood zone 2 or 3 including <a href="#">minor development</a> and <a href="#">change of use</a></li> <li>More than 1 hectare in flood zone 1</li> <li>Less than 1 hectare in flood zone 1, including a change of use in development type</li> </ul>	<p>If a development is proposed in an area of flood risk (either fluvial or surface water), a site specific FRA should be undertaken. This should:</p> <ul style="list-style-type: none"> <li>Include evidence that the Sequential Test and where necessary the Exception Test have been applied in the selection of the site for the development type</li> <li>Take into account different types of flooding e.g. fluvial, surface water and ground water</li> <li>Consider the risk of flooding arising from the proposed development as well as to the development site</li> <li>Take into account the effect of climate change</li> </ul>	<p>CLP Policy 32</p> <p>Cambridgeshire Flood and Water Supplementary Planning Document (2016)</p> <p>NPPF Chapter 14</p> <p>NPPG - Flood risk and coastal change</p> <p>Cambridge and South Cambridgeshire Level 1</p>

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		to a more vulnerable class (for example from commercial to residential), where they could be affected by other sources of flooding such as surface water.		Strategic Flood Risk Assessment (2010)  Cambridge and Milton Surface Water Management Plan (2011)  Environment Agency website - information about maps depicting Flood Zones and surface water flood risk.
10  Page 15	Foul Sewage and Utilities /Infrastructure Statement	All new development  <b>Foul Sewage</b> Where the development involves the disposal of trade waste or the disposal of foul sewage effluent other than to the public sewer, then a Foul Drainage Assessment will be required.	<b>Foul Sewage</b>  Most new buildings need separate connections to foul and storm water sewers. If an application proposes to connect a development to the existing drainage system, then details of the existing system should be provided as part of a Foul Drainage Statement and shown on the application drawing(s) where appropriate to do so. It should be noted that in most circumstances surface water is not permitted to be connected to the public foul sewers (see separate requirement for Surface Water Drainage Strategy, below).  Where the development involves the disposal of trade waste or the disposal of foul sewage effluent other than to the public sewer, then a Foul Drainage Assessment will be required, including details of the method of storage, treatment and disposal. A Foul Drainage Assessment should also include a full assessment of the site, its location and suitability for storing, transporting and treating sewage. Where connection to the mains sewer is not practical, then a Foul/Non-Mains Drainage Assessment will be required to demonstrate why the development cannot connect to the public mains sewer system and show that the alternative means of disposal are satisfactory.  If the proposed development results in any changes/replacement to the existing system or the creation of a new system, scale plans of new foul drainage arrangements will also need to be provided. This	CLP Policies 13, 32 & 85  NPPG – Water supply, wastewater and water quality  Building Regulations Approved Document Part H  General binding rules: small sewage discharge to the ground

	Validation requirement	When required?	What is required?	Policies, guidance and further information
Page 16			<p>will include a location plan, cross sections / elevations and specification. Drainage details that will achieve Building Regulations Approval will be required. If connection to any of the above requires crossing land that is not in the applicants' ownership, other than on a public highway, then the red line boundary of the site will need to be annotated accordingly and notice may need to be served on the owners of that land.</p> <p><b>Utilities Assessment</b></p> <p>Where an application proposes to connect to existing utility infrastructure systems, details should be provided as part of a Utilities Assessment Statement and details shown on the application drawing(s) where appropriate to do so.</p> <p>Most new developments require connections to existing utility services, including electricity and gas supplies, telecommunications and water supply, and also needs connect to foul and surface water drainage and disposal.</p> <p>The applicant should demonstrate:</p> <ul style="list-style-type: none"> <li>• That following consultation with the service provider, the availability of utility services has been examined and that the proposals would not result in undue stress on the delivery of those services to the wider community</li> <li>• That proposals incorporate any utility company requirements for substations, telecommunications equipment or similar structures</li> <li>• That service routes have been planned to avoid as far as possible the potential for damage to trees and archaeological remains</li> <li>• Where the development impinges on existing infrastructure, the provisions for relocating or protecting that infrastructure have been agreed with the service provider.</li> </ul> <p>Assessment should be carried out by a suitably qualified expert.</p>	



	Validation requirement	When required?	What is required?	Policies, guidance and further information
11	Health Impact Assessment (HIA)	Aviation development at Cambridge Airport.	A HIA should be submitted which demonstrates that the potential impacts on health resulting from the construction and operation of new aviation development have been considered and mitigated at the planning and design stage. Impacts could include air quality, noise, landscape, nature conservation, transport and public safety.	CLP Policy 83  National Planning Practice Guidance (NPPG) - Health and wellbeing
12	Heritage Statement (including historical, archaeological features and Scheduled Ancient Monuments)	<p>Development affecting a heritage asset. Heritage assets are buildings, monuments, sites, places, areas or landscapes which are significant because of their historic interest.</p> <p>Designated heritage assets include:</p> <ul style="list-style-type: none"> <li>• World Heritage Site</li> <li>• Scheduled Monument</li> <li>• Listed Building</li> <li>• Registered Park and Garden</li> <li>• Conservation Area</li> </ul> <p>For new development, consideration should be given to the potential of archaeological assets.</p> <p>The local heritage assets criteria and list is set out in Appendix G of the Cambridge Local Plan.</p>	<p>The level of information or investigation required to support a proposal that could impact on a heritage asset needs to be proportionate to the significance of the heritage asset and the potential impact of the works proposed. Pre-application meetings are strongly recommended.</p> <p>As a minimum, statements will be required to identify heritage assets and demonstrate how proposals have preserved or enhanced their significance.</p> <p>Applications for works to a heritage asset to address climate change should include the information set out in Policy 63 and its supporting text.</p>	<p>CLP Policies 61, 62, 63 &amp; Appendix G: Local heritage assets criteria and list</p> <p>NPPF Chapter 16</p> <p>NPPG – Conserving and enhancing the historic environment</p> <p>Listed building descriptions</p> <p>Conservation Area appraisals and management plans</p> <p>Suburbs and approaches studies</p> <p>Cambridgeshire Historic Environment Record</p> <p>Historic England (2018) Energy efficiency and historic buildings: How to improve energy efficiency</p> <p>Further guidance on works to heritage assets to address climate change will be included in the updated Greater</p>

	Validation requirement	When required?	What is required?	Policies, guidance and further information
				Cambridge Sustainable Design and Construction SPD.
C1	Home Energy Questionnaire	Works to existing homes that require planning permission	Residents will be required to submit a home energy questionnaire identifying energy efficiency measures that have already been implemented in their existing home and identifying additional measures that will be carried out to improve the overall energy efficiency of the property.  The Home Energy Questionnaire is set out in Appendix 4 of the Greater Cambridge Sustainable Design and Construction SPD 2020.	CLP Policy 30  Greater Cambridge Sustainable Design and Construction SPD 2020 paragraphs 3.2.8 - 3.2.13 and appendix 4.
13 Page 18	Housing Statement	<u>Affordable housing:</u> All major developments of 10 dwellings or more, or if the site area is 0.5 hectares or more.  Thresholds: 10-14 units: 25% affordable housing 15 or more units: 40% affordable housing	An affordable housing statement to show compliance with Policy 45. This should specify the number of residential units, and show a balanced mix of dwelling sizes (measured by the number of bedrooms), types and tenures of the affordable homes taking into account local housing needs evidence. It should also show the location of the units.	CLP Policy 45  Affordable housing threshold in NPPF paragraph 63 and glossary definition of major development to be given significant weight – as agreed at Cambridge City Council Planning Committee 7/11/18  NPPF paragraphs 62 to 64  Further guidance will be included in a new Affordable Housing SPD.
		<u>Residential Space Standards:</u> All residential proposals.	Internal residential space standards: Show compliance with Policy 50. Provide accurate room size data (including ceiling heights and room widths). Applicants should state the number of bedspaces / occupiers a home is designed to accommodate rather than the number of bedrooms.  External residential space standards: Show compliance with Policy 50 by showing private amenity space.	CLP Policy 50  Technical housing standards – nationally described space standard – Department for Communities and Local Government (2015)

	Validation requirement	When required?	What is required?	Policies, guidance and further information
Page 19				
		<u>Student Housing:</u> All proposals for student housing	<p>An assessment showing how the proposal meets the criteria in Policy 46. This includes, for proposals for new student housing, evidence of proven need of an existing educational institution within Cambridge providing for students attending full-time courses of one academic year or more and written agreement from a named institution confirming their intent to occupy the proposed development.</p> <p>In order to show compliance with part (g) of the policy a Student Management Plan should be submitted, including details of:</p> <ul style="list-style-type: none"> <li>• Health and safety standards and procedures</li> <li>• Maintenance and repairs</li> <li>• environmental quality</li> <li>• Landlord and tenant relationship</li> <li>• student welfare</li> <li>• Anti-social behaviour and disciplinary procedures</li> <li>• Administration, accreditation and compliance procedures</li> <li>• How the development is secured by design principles</li> <li>• Student tenancy agreement</li> </ul>	CLP Policy 46
		<u>Specialist Housing:</u> All proposals for specialist housing: <ul style="list-style-type: none"> <li>• sheltered housing</li> <li>• residential care and nursing homes</li> <li>• extra-care housing</li> <li>• shared homes</li> <li>• cluster units</li> <li>• respite, rehabilitation and convalescent accommodation</li> <li>• Hostel accommodation.</li> </ul>	<p>An assessment showing how the proposal meets the criteria in Policy 47. This includes evidence of proven need, suitability for intended occupiers, accessibility to facilities and avoiding concentration of such housing.</p>	CLP Policy 47

	Validation requirement	When required?	What is required?	Policies, guidance and further information
Page 20		<p><u>Accessible Homes:</u></p> <p>All housing development should be of a size, configuration and internal layout to enable Building Regulations requirement M4(2) 'accessible and adaptable dwellings' to be met</p> <p>In affordable housing developments of 20 or more self-contained affordable homes, 5% of the affordable housing development should meet Building Regulations requirement M4 (3) 'wheelchair user dwellings'.</p>	<p>Compliance with the criteria in Policy 51 should be demonstrated as part of the Housing Statement or in the Design and Access Statement where provided, or in a separate document. This should set out how the development is of a size, configuration and internal layout to enable Building Regulations requirement M4 (2) (accessible and adaptable dwellings' to be met.</p> <p>In addition to the above, for every housing development providing or capable of acceptably providing 20 or more self-contained affordable homes, a statement should demonstrate how 5% of the affordable housing component would meet Building Regulations requirement M4 (3) 'wheelchair user dwellings' to be wheelchair accessible, or be easily adapted for residents who are wheelchair users.</p>	<p>CLP Policy 51 Link to Building Reg M4 2 and 3</p>
	Landscape and Visual Impact Assessment	<p>Where new development is likely to have an impact on the local and/or wider landscape or townscape as a result of its proposed location or height.</p> <p>Any proposals that are significantly taller than the building surrounding them and/or exceed 19m within the historic core or 13m outside the historic core in Cambridge.</p> <p>Unclear when a Building Massing Strategy will be required</p>	<p>A visual assessment or appraisal with supporting accurate visual representations. This should include assessment of the immediate and local context including a preliminary contextual appraisal, as well as any historical, amenity, microclimate and public realm impact of the proposal. Local views need to be considered and agreed at the pre-application stage. A Building Massing Strategy will need to be prepared and included with the Design and Access Statement.</p> <p>The need for a Building Massing Strategy should be agreed at pre-application stage.</p>	<p>CLP Policy 60 &amp; Appendix F: Tall buildings and the skyline</p> <p>BRE guide - 'Site Layout Planning for Daylight and Sunlight: a guide to good practice' (second edition).</p> <p>Cambridgeshire Green Infrastructure Strategy</p> <p>East of England Landscape Typology.</p> <p>Guidelines for Landscape and Visual Impact Assessment (GLVIA3) 3rd Edition 2013</p>
	15 Landscape Details	Major development and other development where landscape	Landscape proposals can be submitted separately, or as part of the Design and Access Statement where one is required. For major	CLP Policy 59

	Validation requirement	When required?	What is required?	Policies, guidance and further information
Page 21		<p>proposals will be necessary because the new development is likely to have an impact on the local and/or wider landscape.</p> <p>Development likely to have an impact as a result of its proposed location or height.</p> <p>Landscape management and maintenance plans can be conditioned</p>	<p>development as a minimum a landscape strategy or indicative planting scheme should be provided</p> <p>Management and maintenance plans must be provided, indicating hard paving areas to be adopted by Cambridgeshire County Council (Highways Authority) and sustainable drainage (SuDs) and landscape features to be adopted by the City Council.</p> <p>Large scale and complex sites should include a Masterplan and Design Code to establish an overall site landscape vision and strategy.</p> <p>Agreed that landscape management and maintenance plans can be conditioned but this list aims to ensure that applications are as complete as possible to avoid the need to impose conditions where possible</p>	<p>Cambridgeshire Green Infrastructure Strategy (2011)</p> <p>Cambridgeshire Flood and Water Supplementary Planning Document (2016) -provides guidance on SuDS</p> <p>Landscape Character Assessment (2003)</p> <p>City tree strategy</p>
	Lighting (artificial) Assessment	<p>Major sites at the edge of Cambridge and adjoining open countryside in South Cambridgeshire.</p> <p>Where other proposals for new external artificial lighting or changes to existing lighting may have an adverse impact on local residential amenity, wildlife or landscape character through light pollution, illuminated adverts, and outdoor sports facilities (including multi-use games areas) where external lighting is proposed.</p> <p>In some circumstances an assessment may be required if internal building lighting would</p>	<p>Details of external lighting including building, security, floodlighting, street/courtyard columns and bollards shall be provided.</p> <p>Details of external lighting including building, security, floodlighting, street/courtyard columns and bollards where appropriate shall be provided</p>	<p>CLP Policy 34 Light Pollution Control</p> <p>NPPF paragraph 180 (c)</p> <p>NPPG – Light pollution</p> <p>Institute of Lighting Professionals (ILP): Guidance Notes for the Reduction of Obtrusive Light - GN01/20 (or as superseded)</p> <p>Guidance on undertaking environment lighting impact assessments (ILP: PLG04:2013)</p> <p>Obtrusive light from proposed developments (BRE Digest - DG 529)</p>

	Validation requirement	When required?	What is required?	Policies, guidance and further information
Page 22		significantly illuminate exterior areas.		<p>Artificial Sports Lighting - Updated guidance for 2012 (<a href="#">Sport England</a> Design Guidance Note or as superseded)</p> <p>Lighting Guide 06: The Exterior Environment - LG6 (CIBSE-LG06/16)</p> <p>Greater Cambridge Sustainable Design and Construction SPD 2020</p>
	Marketing Assessment / Local Needs Assessment/ Viability Appraisal	<p>Several policies require these types of studies to accompany planning applications to provide additional evidence. In particular:</p> <p>Marketing Assessment and/or Viability Appraisal - Required for applications proposing certain changes of use in the City Centre Primary Shopping Area, district, local and neighbourhood centres; the loss of Class B or sui generis research institutes within protected industrial sites; the loss of a safeguarded public house or the loss of any part of a public house or its curtilage; and loss of existing visitor accommodation</p>	The requirements vary and applicants should take into account the requirements of relevant policies.	<p>CLP Policies 11, 41, 72, 73, 76 and 78</p> <p>Appendix K of the Cambridge Local Plan sets out detailed guidance.</p>

	Validation requirement	When required?	What is required?	Policies, guidance and further information
		Local Needs Assessment - Required for applications proposing new, or the loss of, community, sports and leisure facilities; and the loss of a safeguarded public house		
18	Noise / Vibration Assessment	<p><b>Noise / Vibration Generation</b></p> <p>Where a proposed new development would generate noise or vibration including delivery and servicing and vehicle movements / traffic changes on local roads which may have an adverse impact on existing or planned uses (in particular noise sensitive uses such as residential, hospitals, nursing homes, schools etc.).</p> <p>Applications which involve the installation of mechanical and electrical building services plant / equipment such as flues, air handling units / air conditioning, extraction, air source heat pumps, combustion appliances etc.</p> <p><b>New Noise Sensitive Premises</b></p> <p>Proposals for residential and other noise sensitive development close to existing sources of noise such as transport (road, rail and air) and</p>	<p>Where necessary an acoustic (noise and vibration) assessment will be undertaken by a suitably qualified and competent acoustician / person, in accordance with the latest industry and/or Government best practice guidance and relevant British Standards publications.</p> <p>The assessment shall detail the existing noise environment, the potential noise sources / activities associated with the development and /or the noise sources likely to affect any noise sensitive development. Details of the number of deliveries and the times when deliveries and servicing takes place.</p> <p>The duration, scope / remit and content of the assessment or supporting information should be discussed and agreed in advance with the local planning authority before it is commissioned, but in any event must comply with relevant and up-to-date UK guidance and standards.</p>	<p>CLP Policy 35: Protection of human health from noise and vibration</p> <p>NPPF paragraphs 170, 180 &amp; 182</p> <p><u>National Planning Practice Guidance (NPPG) –Noise</u></p> <p>Noise Policy Statement for England (NPSE, March 2010)</p> <p>BS 4142:2014 +A1:2019- Methods for rating and assessing industrial and commercial sound</p> <p>BS 8233: 2014 - Guidance on sound insulation and noise reduction for buildings</p> <p>ProPG: Planning &amp; Noise, Professional Practice Guidance on Planning &amp; Noise - New Residential Development, May 2017 with supplementary documents 1 - PLANNING &amp; NOISE POLICY AND GUIDANCE and 2 – GOOD ACOUSTIC DESIGN.</p>

	Validation requirement	When required?	What is required?	Policies, guidance and further information
Page 24		<p>industrial, commercial or business premises.</p> <p>Where the operation of an existing / established business or community facility generating noise could have an unacceptable significant adverse effect on proposed new development (including changes of use) in its vicinity such as the introduction of new noise sensitive premises into an area e.g. residential ('agent of change principle').</p>		<p>IEMA Guidelines for Environmental Noise Impact Assessment, 2014</p> <p>World Health Organisation (WHO) 'Guidelines for Community Noise', 1999</p> <p>World Health Organisation (WHO) 'Night noise guidelines for Europe', 2009</p> <p>World Health Organisation (WHO) 'Environmental Noise Guidelines for the European Region' 2018</p> <p>Artificial Grass Pitch (AGP) Acoustics - Planning Implication, New Guidance for 2015, Sport England Design Guidance Note</p> <p>Greater Cambridge Sustainable Design and Construction SPD 2020</p>
19	Open Space Assessment (new provision and protection of existing)	<p>Proposals for new residential development (conversions or new build) which will need to make provision for new open space.</p> <p>Proposals adversely affecting or leading to the loss of existing open space (this includes protected open space identified</p>	<p><b>Open space and recreation provision through new residential development:</b></p> <p>An assessment showing how the proposal meets the requirements of Policy 68 by providing open space and recreation facilities on-site.</p> <p><b>Protection of existing open space:</b></p>	<p>CLP Policies 67, 68 &amp; Appendix I : Open space and recreation standards</p> <p>Open Space and Recreation Strategy (2011)</p> <p>Playing Pitch Strategy 2015-2031 (updated June 2016)</p>



	Validation requirement	When required?	What is required?	Policies, guidance and further information
		on the policies map and undesignated areas which fulfil at least one of the criteria in Appendix I of the Cambridge Local Plan).	An assessment showing how the proposal meets the requirements of Policy 67 and having regard to the Open Space and Recreation Strategy, the Playing Pitch Strategy and Indoor Sports Facility Strategy.	Indoor Sports Facility Strategy 2015-2031 (updated June 2016)  Cambridgeshire Green Infrastructure Strategy (2011)
20	Parking Provision (Car and bicycle)	For all types of new development including change of use applications and the redevelopment of existing sites.	Evidence to show that the proposed development complies with the relevant car and cycle parking requirements set out in Appendix L of the Local Plan.  Proposals which seek to depart from the indicative car parking and minimum cycle parking provision standards should provide a reasoned justification.	CLP Policy 82 & Appendix L: Car and cycle parking requirements  Cycle Parking Guide for New Residential Developments (First edition: 2010) by Transport Initiatives LLP and Cambridge City Council  Car Parking: What Works Where – Homes and Communities Agency, and Manual for Streets 1 and 2. Also refer to Planning Practice Guidance.  CCC Cycle Parking Guide for New Residential Developments.  Further detailed guidance on parking provision for sports facilities can be found in the Sport England publication Accessible Sports Facilities 2010.
21	Planning obligations –	Applications that will require contributions or any form of legal agreement to be entered into.	Developers should provide a draft heads of terms that details a schedule of issues (such as affordable housing or contributions to schools) to be addressed during the application process.	CLP Policy 85 & 81  NPPF paragraphs 54 & 56  NPPG – Planning Obligations

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	Validation requirement	When required?	What is required?	Policies, guidance and further information
	draft heads of terms <sup>1</sup>	Applications to vary a condition to an approved planning permission that required a legal agreement.		Overview of S106 funding – Briefing note January 2018, on City Council website
22	Planning Statement	Development which includes: <ul style="list-style-type: none"> <li>• Material changes of use</li> <li>• Proposals for major development.</li> <li>• Proposals that do not accord with the adopted development plan.</li> <li>• Where proposals require a sequential assessment of alternative sites.</li> <li>• Where proposals are located within the Green Belt.</li> </ul>	A planning statement provides information regarding: <ul style="list-style-type: none"> <li>• The context and background to the development</li> <li>• Details of and justification for the proposed use, including specific details of activities, intended numbers of staff and users of a site and details of the intensity of use</li> <li>• An assessment of how the proposal has taken account of adopted national and local policy and any other material considerations</li> <li>• Details of the assessment of alternative sites and why they have been found less sequentially preferable, where required by policy</li> <li>• Proposals within the Green Belt should provide reasoned justification in respect of their appropriateness, specifically referencing paragraphs 145 &amp; 146 the NPPF, and detailing any very special circumstances put forward to outweigh any inappropriate development</li> </ul>	Cambridge Local Plan  NPPF paras 145 & 146
26	Public Art Strategy	Major developments comprising 10 or more dwellings (or a site area of 0.5 hectares or more)  Other developments where the floor space to be built is 1,000m <sup>2</sup> gross or more (or where the site area is 0.5 hectares or more), including office, manufacturing, warehousing and retail developments.	Developers are required to submit a Public Art Strategy as part of all Outline Planning Applications for major developments. In the case of the Areas of Major Change (large sites and complex sites), developers will be required to submit more detailed strategies.  Developers are required to submit a Public Art Delivery Plan to support Full or Reserved Matters Planning Applications.  We will provide details of what is required on a site by site basis.	CLP Policies 56, 59 and 85  The NPPF incorporates public art. Particular reference is made to the provision of public art within the Planning Policy Guidance (PPG).  Public Art SPD 2010
23	Retail Statement	Any retail development proposed outside a centre should be accompanied by	Sequential test:	CLP Policy 6

<sup>1</sup> This is not a requirement for validation but is considered to be best practice and will help to speed up the planning decision process

	Validation requirement	When required?	What is required?	Policies, guidance and further information
		evidence of compliance with the sequential test.  Any retail development proposed outside a centre where the proposed gross floorspace is greater than 2,500 sq. m, or where a proposal below this threshold could have a cumulative impact, should be accompanied by a retail impact assessment.	Applicants should provide evidence that no sequentially preferable sites are available.  Retail impact assessment:  This should include assessment of: <ul style="list-style-type: none"> <li>• The impact of the proposal on existing, committed and planned public and private investment in a centre or centres in the catchment area of the proposal</li> <li>• The impact of the proposal on town centre vitality and viability, including local consumer choice and trade in the town centre and the wider retail catchment (as applicable to the scale and nature of the scheme)</li> </ul>	NPPF – Chapter 7  NPPG – Ensuring the vitality of town centres  Cambridge Retail and Leisure Study Update (2013)
Page 27	Statement of Community Engagement	Major developments	A Statement of Community Engagement should include: <ul style="list-style-type: none"> <li>• Details of the community engagement and exercises undertaken, including who has been involved and any events that have been held</li> <li>• Copies of responses received following any community engagement events</li> <li>• Details of how the scheme has evolved in response to the community engagement process</li> </ul>	NPPF paragraph 40  NPPG – before submitting an application
25	Surface Water Drainage Strategy	All types of development where surface water will be created or affected.	The means of and changes to surface water drainage for householder applications must be shown on the submitted plans.  For all other applications, the key information that a surface water drainage strategy must contain is: <ul style="list-style-type: none"> <li>• How the proposed surface water scheme has been determined following the drainage hierarchy and with runoff managed close to the source</li> <li>• Pre-development runoff rates</li> <li>• Post development runoff rates with associated storm water storage calculations (see policies referenced for specific runoff requirements)</li> <li>• Discharge location(s)</li> </ul>	CLP Policy 31 & 32  Cambridgeshire Flood and Water Supplementary Planning Document (2016)  Cambridgeshire County Council Surface Water Guidance for Developers (2018)  Ciria SuDS Manual (C753) – supersedes CIRIA (C697)

	Validation requirement	When required?	What is required?	Policies, guidance and further information
Page 28			<ul style="list-style-type: none"> <li>• Drainage calculations to support the design of the system</li> <li>• Infiltration testing to BRE365 if the proposals recommend infiltration for surface water disposal</li> <li>• Drawings of the proposed surface water drainage scheme including sub catchment breakdown where applicable</li> <li>• Sustainable drainage measures must be demonstrated using green features (some examples include green roofs, swales and rain gardens) in order to accord with the requirement that there is no discharge from the site for rainfall depths up to 5mm of any rainfall event</li> <li>• Any flat roof depicts a green roof unless it is not appropriate in the historic context of Cambridge</li> <li>• Maintenance and management plan of surface water drainage system (for the lifetime of the development) including details of future adoption</li> <li>• Completed drainage proforma included within the Cambridgeshire Flood and Water SPD – the applicant must ensure that the surface water strategy contains the appropriate level of information in relation to the points covered in the proforma</li> </ul> <p>Sustainable Drainage Systems (SuDs) must be shown on all relevant plans submitted, in order to demonstrate how SuDs integrate with planned public open spaces, landscape, roads, trees and buildings. Plans should identify multifunctional SuDs for example, those which enhance biodiversity or improve water quality.</p> <p>Assessment should be carried out by a suitably qualified expert.</p>	<p>Building Regulations Approved Document Part H</p> <p>Greater Cambridge Sustainable Design and Construction SPD 2020.</p>
	26 Sustainability Statement and Sustainability Checklist	Major development	<p>A sustainability statement and checklist should outline the approach to:</p> <ul style="list-style-type: none"> <li>• Adaptation to climate change</li> <li>• Climate Change mitigation, including carbon reduction</li> <li>• Water management</li> <li>• Site waste management</li> <li>• Use of materials</li> </ul>	<p>CLP Policy 28</p> <p>Greater Cambridge Sustainable Design and Construction SPD 2020, particularly Appendix 1</p>

	Validation requirement	When required?	What is required?	Policies, guidance and further information
			<ul style="list-style-type: none"> <li>Other issues including biodiversity and ecology; land, water, noise and air pollution; transport, mobility and access; health and wellbeing; and culture, heritage and the quality of built form, including the efficient use of land.</li> </ul> <p>The statement should be integrated within the Design and Access statement so that it is clear that sustainable design and construction has been integrated into the overall design.</p>	
C2	Telecommunications development (supplementary information)	For all telecommunications proposals	<p>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.</p> <p>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).</p>	<p>CLP Policy 84</p> <p>Code of best practice on mobile development in England.</p>
27	Transport Assessment or Statement	All development schemes above the thresholds set out in the latest Cambridgeshire County Council's Transport Assessment Guidelines.	A detailed transport assessment or a less detailed transport statement may be required in accordance with our latest guidance. The exact scale of assessment required should be agreed with Cambridgeshire County Council.	<p>CLP Policies 80 and 81</p> <p>NPPF paragraph 111</p> <p>NPPG – Travel Plans, Transport Assessments and Statements</p> <p>Transport Assessment Guidelines, Cambridgeshire County Council September 2019 (or as superseded)</p>
28	Travel Plan	All major development and those that generate a significant amount of movement.	A travel plan in accordance with the latest County Council guidance.	<p>CLP Policies 81 and 80.</p> <p>NPPF paragraph 111</p>

	Validation requirement	When required?	What is required?	Policies, guidance and further information
			The exact level of travel plan should be agreed with Cambridgeshire County Council.	NPPG – Travel Plans, Transport Assessments and Statements  Transport Assessment Guidelines, Cambridgeshire County Council September 2019 (or as superseded)
29	Traffic Management Plan	Required for all non-householder development and where a Construction Management Plan (4) has not been separately provided	A Traffic Management Plan in accordance with the latest County Council guidance.	CLP Policy 35 and 81  Traffic Management Plan: notes for guidance, Cambridgeshire County Council
30	Tree survey / arboricultural implications	Sites carrying out demolition, building or engineering operations (including the excavation of foundations, any changes in level and service/utility runs) where these may affect trees both on-site, or on adjoining land	As a minimum, applicants should submit a tree survey for sites where trees are present on or adjacent to the site.  Applicants will be required to submit a full Arboricultural Impact Assessment (AIA) in accordance with BS5837:2012, to include full BS schedule information where trees and or hedges are to be removed or likely to be impacted along with required mitigation and areas for replacement tree planting.  Applicants will be required to submit an Arboricultural Method Statement in accordance with BS 5837 detailing all the methodologies required to successfully protect retained trees.  Applicants will be required to submit a woodland management plan where blocks of trees may become integral to the landscape and character of a new development.  Particular consideration should be given to veteran or ancient trees and hedgerows identified as 'important' under the Hedgerow Regulations 1997.	CLP Policies 71, 58, 59  And additional CLP policies 27, 31, 52, 60  NPPF paragraphs 170 & 175  Trees and Design Action Group (TDAG) guidance  BS5837  BS3998
31	Ventilation/extraction	When ventilation or extraction is proposed by the development and in particular with odour, fume and similar emissions to	Details of the position and design of ventilation / extraction equipment and discharge flues / termination points, including sources of odour / fumes, odour abatement technology for	Policy 36: Air quality, odour and dust

	Validation requirement	When required?	What is required?	Policies, guidance and further information
	Statement (including odour considerations)	<p>air (excluding alterations to existing and proposals for new dwellings).</p> <p>Should accompany all applications for the use of premises for purposes within Use Classes: A3 (Restaurants and cafes), A4 (Drinking establishments), A5 (Hot food takeaways), B1 (general business), B2 (general industrial), C1 (Hotels), D1 (Non-residential Institutions), D2 (Assembly and Leisure) and SG (sui generis) where appropriate.</p> <p>For significant retail, business, industrial or leisure or other similar developments where substantial ventilation or extraction equipment is proposed to be installed or altered.</p> <p>Where a flue is necessary to support the use of a premises, the location of such flues need to be carefully considered at an early stage to ensure that they are capable of being provided in a manner that would not have an adverse impact visually, on occupiers of neighbouring properties.</p>	<p>particulate and gaseous phases and acoustic / noise characteristics should be provided. Should include:</p> <ul style="list-style-type: none"> <li>• A to-scale schematic drawing of the proposed ducting showing the location of all system components (fan, filters, abatement technology, acoustic silencers including flue termination height etc).</li> <li>• Submitted plans should include details of the external appearance and written details outlining the technical specification of the proposed plant including odour abatement technology</li> <li>• A Noise and Vibration Assessment including details of means of mounting the duct / flue work to the structure – anti-vibration measures (see Noise and Vibration Assessment requirements).</li> </ul> <p>For particularly odorous uses such as new food, industrial and agricultural premises an odour impact risk assessment will be required. In certain circumstances a detailed odour impact assessment with odour dispersal modelling may be required.</p> <p>If receptors sensitive to odour are proposed e.g. residential close to existing / established sources of odour / fumes an odour impact assessment will be required. The 'agent for change' principle will also apply.</p>	<p>EMAQ, Control of Odour and Noise from Commercial Kitchen Exhaust Systems - update to the 2004 report prepared by NETCEN for the Department for Environment, Food and Rural Affairs (EMAQ, 5-9-2018)</p> <p>Guidance on the assessment of odour for planning, IAQM, July 2018 (or as superseded)</p> <p>Greater Cambridge Sustainable Design and Construction SPD 2020 - Odour and Other Fugitive Emissions to Air section and associated appendix</p>

	Validation requirement	When required?	What is required?	Policies, guidance and further information
32	Waste Design Guide Toolkit	All scales of commercial development and development of new residential units	<p>Developers must demonstrate how they have provided safe, secure, convenient, and accessible provision for waste management, recycling and collection.</p> <p>This should be in line with the RECAP Waste Management Design Guide and Toolkit.</p>	<p>CLP Policy 28 &amp; 85</p> <p>Cambridgeshire and Peterborough Minerals and Waste Core Strategy - Policy CS28</p> <p>RECAP Waste Management Design Guide Toolkit (2012)</p> <p>RECAP Waste Management Design Guide</p>



## Appendix 2 Planning application validation requirements for Cambridge City Council -representations and responses

	Validation requirement	Representations Received	Officer Response
	General	<p>List fails to distinguish between requirements for different types of applications eg outline and full etc A summary schedule could be provided as the list is very long.</p> <p>Validation requirements should be proportionate - requirements of this list appear to be excessive and many matters could be covered by condition.</p> <p>Emphasis on pre-application advice is unrealistic given quality of service currently provided.</p>	<p>A summary checklist per category of application will be provided with the website information eg major; minor etc.</p> <p>The requirements are all cross-referenced to Local Plan policy and guidance . The aim is to ensure that applications are submitted in as complete a form as possible so as to reduce the need for planning conditions to be imposed. No changes proposed.</p> <p>Some improvements have been made to the pre-application service and further improvements will be progressed as part of the planning service review</p>
Page 33	Application Form		
	Fee		
	Location and site plans	Questioned whether requirements for red line plans and adjacent land to be outlined in blue are clearly enough defined	<p>These comments are made in respect of national validation requirements.</p> <p>Noted and no changes proposed. Technical support officers will take a reasonable and proportionate approach to the amount of information that is required.</p>
D	Other relevant plans	<p>The requirement for both proposed and existing Block Plans seems unnecessary provided the new work is clearly defined – i.e. drawn in red. Two plans should only be required in complex cases.</p> <p>Site Sections should only be required where the site is sloping and the proposal warrants it – most sites in the district are level.</p> <p>Roof Plans should only be required in unusual and complex cases. Generally the elevation drawings should be sufficient.</p>	<p>These comments are made in respect of national validation requirements for householder applications which are not subject to this consultation.</p> <p>The respondent has been advised accordingly, but also advised that technical support officers will take a reasonable and proportionate approach to the amount of information that is required.</p>

	Validation requirement	Representations Received	Officer Response
		<p>Reasonable flexibility should be shown in the validation process with the general principle being to reduce bureaucracy, expedite applications and reduce delays.</p> <p>More before and after images for medium and large developments and those affecting conservation areas should be provided.</p> <p>More definition should be provided about the individual types of applications and context where further plans will be required.</p>	<p>These requirements can either be provided as part of the design and access statements, landscape and visual impact assessments. However, each application has to be assessed on its own individual merits rather than this being a general validation requirement.</p> <p>It would be difficult to define every circumstance and every plan that will be required. A summary by category of application will be provided on the website.</p>
E	Plans for advertisement consent applications	No need to repeat general requirements for planning applications as well as additional advertisement application requirements	Information requirements are set out in full for clarity. No changes proposed.
Page 64	Plans for Listed Building Consent applications	Plans at a scale of 1:20 of details are onerous and should be subject to conditions rather than being requested for validation purposes.	The aim is to make applications as complete as possible upon submission and to avoid the need to impose planning conditions where possible. No changes proposed.
	Design and Access Statement	<p>Amend wording to refer to sites of 0.5 ha <b>or more</b></p> <p>Under requirements -reference consultation undertaken more generally</p> <p>Under requirements for listed buildings note that Heritage Statements can include some of this information</p>	<p>Wording amended</p> <p>Wording amended</p> <p>Wording amended</p>
H	Environmental Impact Assessment		General cross-reference to be retained to EIA requirements
I	Environmental Impact Assessment screening options	Not a validation list requirement and should be removed. Subject to separate EIA Regulations and associated procedures.	This list also sets out the validation requirements for EIA screening requests and it is therefore proposed to retain this.
J	Environmental Impact Assessment scoping options	Not a validation list requirement and should be removed. Subject to separate EIA Regulations and associated procedures.	This list also sets out the validation requirements for EIA screening requests and it is therefore proposed to retain this.

	Validation requirement	Representations Received	Officer Response
1	Air Quality Assessment	The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.	Noted.
2	Biodiversity – Ecological Impact Assessment	The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.  Should not be abbreviated to EIA as confusing	Noted.  Agreed -abbreviation removed.
C1	BREEAM Pre-Assessment	Requirements are too onerous to be applied to all new non residential developments and exceptions need to be considered for listed buildings	Starting point should be that requirement applies unless detailed justification is provided otherwise  No changes proposed.
3	Community / Sports / Leisure Facilities Assessment	None	
Page 35	Demolition and Construction Management Plan (DCMP)	The stated criterion contradicts itself in that it states that a CEMP would be applied in the stated instances, yet it also states that “where a Construction Management Plan is not submitted with the application, it is likely that details will be required by planning condition”. This implies that a CEMP is not always necessary to validate /determine an application. We are of the view that a CEMP can easily be applied as a condition, unless there are site-specific circumstances which merit submission of a document at the validation stage  Requirement is too onerous and would apply to too many types of applications and could be conditioned.	Between them, adopted Local Plan policies 28 and 35 cover sustainable methods of construction and protection of human health and quality of life from noise and vibration.  Submission of a DCMP at application stage helps reduce the burden of a condition and possible delay which the validation process aims to prevent. Neither policy, however, specifically requires a DCMP to be submitted with an application.  The Technical support officers will take a reasonable and proportionate approach to this requirement having regard to the potential for the specific details and mitigation measures to be required by a planning condition.
5	Contamination Land Assessment	The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.	While the representations received are noted, officers consider that the totality of what is required is excessive and potentially unduly onerous for applicants.  A Preliminary risk assessment (Phase I Investigation) to determine historical land-uses, current land-uses and environmental settings is essentially a desk-

	Validation requirement	Representations Received	Officer Response
Page 36		Requirement for Conceptual Site Model is onerous for Phase 1 investigation as is the requirement that a Phase 2 should be submitted if Phase 1 recommends it.	<p>based exercise. This represents a minimum level of information and assists in identifying potentially contaminated sites.</p> <p>Requiring the additional information at validation stage is potentially expensive for applicants, especially if there is no certainty that planning permission will be granted. There will also be instances where the applicant does not own the land and therefore an investigation of ground conditions may not be possible.</p> <p>The Contaminated land Officer has suggested that front loading the validation stage in this way will not necessarily result in fewer conditions and may actually complicate the whole process. If the Phase 1 investigation is carried out correctly, this will generally provide the information required to assess whether further intrusive work is necessary, or not, which can then be conditioned.</p> <p>It is therefore recommended that the first bullet point requirement is retained, but that the two following bullet point requirements are deleted as necessary at validation stage.</p>
	Daylight / Sunlight Assessment, Shadow Study	<p>The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.</p> <p>Wording should be changed to reference “unacceptably overshadow” instead of “overshadow”</p>	<p>Noted.</p> <p>Wording amended.</p>
	7 Design – Masterplans / Design codes	This criterion needs to specify what is meant by a “Large Major” application	<p>For dwellings, a largescale major development has been traditionally defined as one where the number of residential units to be constructed is 200 or more. Where the number of residential units to be constructed is not given in the application a site area of 4 hectares or more should be used. For all other uses a largescale major development is one where the floor space to be built is 10,000 square metres or more, or where the site area is 2 hectares or more.</p> <p>It is recommended that these thresholds are adopted and set out for clarification.</p>
	8 Energy/Carbon Reduction Statement	In response to the SCDC validation list, the threshold of a “major development” (i.e. 10 dwellings or more) is too low for this requirement. It may be appropriate to apply this to a Full planning application, but at Outline stage, there is little concept of how the relevant criteria can be met. We would consider that for outline	Adopted Local Plan policy 28 requires that all new development will be required to meet a number of minimum standards, unless it can be demonstrated that such provision is not technically feasible or economically viable.

	Validation requirement	Representations Received	Officer Response
		<p>applications and those below, say 50 dwellings, an Energy Statement is better applied as a planning condition.</p> <p>Requirement is too onerous</p>	<p>The recently adopted 'Greater Cambridge Sustainable Design and Construction Supplementary Planning Document (SPD) details submission requirements but does not state what level of development triggers the need for an Energy/Carbon Reduction Statement at validation stage.</p> <p>A number of new standard conditions are proposed in consultation with the Sustainability Officer to ensure the policy requirement is met. This includes where details have not been submitted with the application.</p> <p>Nonetheless the stated threshold would appear to be both proportionate and reasonable having regard to the policy wording and the climate change agenda.</p> <p>Officers recommend no change to the proposed validation requirements.</p>
9 Page 37	Flood Risk Assessment	The thresholds should ensure that they are consistent with the threshold for a Flood Risk Assessment, as set out in the NPPF and NPPG	The thresholds are consistent with standing advice for a Flood Risk Assessment.
	Foul Sewage and Utilities /Infrastructure Statement	<p>It is considered that the stated requirements (Statements for foul sewage, utilities and infrastructure) are three different requirements and accordingly, should be listed separately.</p> <p>It is not considered that the stated threshold for the statements are reasonable or proportionate. It is not reasonable to assume that such statements are required for all development. We consider a more suitable threshold would be for major development, or where there is an acknowledged existing problem with the stated infrastructure requirements. For minor development, it would be reasonable to assume that any pre-existing issue could be dealt with by planning condition – requiring the submission of such detail prior to commencement of development. This could reasonably be secured by off-site "Grampian" conditions. This is the approach currently taken by many Councils (including SCDC) and is an effective way of granting planning applications promptly and adding delivery. This accords with paragraph 68 of the NPPF. (Paragraph 68 emphasises the importance of delivery of small and medium sized sites which can make an important contribution to meeting the</p>	<p>There is no reason why the stated requirements should not be separately listed as Foul Sewage and Utilities Assessment.</p> <p><u>Foul Sewage</u></p> <p>Adopted Local Plan policy 85 states that permission will only be granted if it can be demonstrated that there is, or will be, sufficient infrastructure capacity to support and meet all the requirements arising from the new development.</p> <p>It may be onerous to expect details to be provided on drawings for all smaller (i.e. householder developments), some of which will not require any new connection to a drainage system. The planning application form also requires details of surface and foul water connections to be provided.</p> <p>Minor development may include up to 9 dwellings or floor space up to 1,000 square metres. It is not unreasonable or disproportionate to expect some level of detail and or a statement (however brief) to be provided at application stage.</p>

	Validation requirement	Representations Received	Officer Response
Page 38		housing requirement of an area, and are often built-out relatively quickly).	<p>It is therefore recommended that the “What is required” section is amended to read “If an application proposes to connect a development to the existing drainage system, then details of the existing system should be provided as part of a Foul Drainage Statement and shown on the application drawing(s) where appropriate to do so”.</p> <p>The “What is required” details include “Where the development involves the disposal of trade waste or the disposal of foul sewage effluent other than to the public sewer, then a Foul Drainage Assessment will be required.” This sentence should be added to the “When required” section.</p> <p><u>Utilities Assessment</u></p> <p>As with the above drainage requirements, it may be onerous to expect details to be provided for smaller (i.e. householder) developments with evidence to show there has been prior consultation with the relevant service provider.</p> <p>Minor development may include up to 9 dwellings or floor space up to 1,000 square metres. It is not unreasonable or disproportionate to expect some level of detail and or a statement (however brief) to be provided at application stage.</p> <p>It is therefore recommended that the “What is required” section is amended to read “Where an application proposes to connect to existing utility infrastructure systems, details should be provided as part of a Utilities Assessment Statement and details shown on the application drawing(s) where appropriate to do so”.</p>
11	Health Impact Assessment (HIA)		
12	Heritage Statement (including historical, archaeological features and Scheduled Ancient Monuments)	<p>The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.</p> <p>More definition required in relation to what is a Heritage Asset and in relation to archaeological requirements /Designated Heritage Assets and non designated Heritage Assets</p>	<p>Noted.</p> <p>More definition provided.</p>

	Validation requirement	Representations Received	Officer Response
C1	Home Energy Questionnaire	Should be provided as a separate document on website  Listed building exceptions should be considered	Agreed  These would need to be justified individually
13	Housing Statement      Accessible Homes	This criterion should ensure that it is in line with that stated in the NPPF and NPPG.  Housing mix details cannot be provided for outline applications  Requirement for student management plan too onerous  Requirements are excessive -need to take account of exemptions eg for listed buildings	While policy 45 refers to developments of 11 dwellings or more, extant legal advice has confirmed that the threshold for the provision of affordable housing should be 10 dwellings or more in line with NPPF paragraph 63.  No change is required  Noted that detailed housing mix information cannot be provided for outline applications but an indicative housing mix can be.  Not agreed that requirement for student management plans is too onerous.  Accessible homes -no changes required. Starting point should be that requirements apply unless demonstrated otherwise. Applicants should engage in pre-application discussions if uncertain.
14	Landscape and Visual Impact Assessment	The stated thresholds in the first paragraph are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.  No comment has been made in respect of the second paragraph.	Noted.
15	Landscape Details	The minimum threshold of a “major” development is far too low. The requirement for landscape details should not be arbitrary as is proposed – It should be site specific and based on the merits of the site	All new “major” development has the capacity to have an impact on the local and/or wider landscape or townscape as a result of its proposed location or height. As a minimum, the requirement for details of a landscape strategy or indicative planting scheme along with management and maintenance plans relative to the development proposed is not considered to be unreasonable or disproportionate.  To require details for all other development is much more subjective to assess at validation stage. Not all development will have an impact on the local and/or wider landscape or townscape as a result of its proposed location or height.

	Validation requirement	Representations Received	Officer Response
			<p>Nonetheless, the height and location of a new development can have an impact on the local and/or wider landscape or townscape</p> <p>It is recommended that the wording for “When required?” is amended to read “Major development and other development where landscape proposals will be necessary because the new development is likely to have an impact on the local and/or wider landscape”.</p> <p>Development likely to have an impact as a result of its proposed location or height”.</p>
Page 40	Lighting (artificial) Assessment	The second paragraph under the “when required?” heading is superfluous as the requirement for a Lighting Assessment should be based on the criteria outlined in the first paragraph and on the merits of the site	<p>While the second paragraph is some to some extent superfluous clarification of the requirement would make more sense.</p> <p>It is recommended the “When required? Is changed to:</p> <p>“Major sites at the edge of Cambridge and adjoining open countryside in South Cambridgeshire.</p> <p>Where other proposals for new external artificial lighting or changes to existing lighting may have an adverse impact on local residential amenity, wildlife or landscape character through light pollution, illuminated adverts, and outdoor sports facilities (including multi-use games areas) where external lighting is proposed”.</p> <p>The “What is required” information should be altered to read:</p> <p>“Details of external lighting including building, security, floodlighting, street/courtyard columns and bollards where appropriate shall be provided”.</p>



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	Validation requirement	Representations Received	Officer Response
17	Marketing Assessment / Local Needs Assessment/ Viability Appraisal	This criterion needs to specify exactly what is required and in what instances. The current wording is ambiguous and could be misinterpreted /misapplied by the Council	<p>To provide clarification, it is recommended the “When required?” section is changed to read:</p> <p>“Several policies require these types of studies to accompany planning applications to provide additional evidence. In particular:</p> <p>Marketing Assessment and/or Viability Appraisal - Required for applications proposing certain changes of use in the City Centre Primary Shopping Area, district, local and neighbourhood centres; the loss of Class B or sui generis research institutes within protected industrial sites; the loss of a safeguarded public house or the loss of any part of a public house or its curtilage; and loss of existing visitor accommodation</p> <p>Local Needs Assessment - Required for applications proposing new, or the loss of, community, sports and leisure facilities; and the loss of a safeguarded public house.</p>
18	Noise / Vibration Assessment	The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.	Noted.
19	Open Space Assessment (new provision and protection of existing)	This criterion needs to be more specific about the policy requirements for open space and in what instances provision of public open space is required	<p>Policies 67 and 68 set out in detail what is required and when.</p> <p>Suggest No change.</p>
20	Parking Provision (Car and bicycle)	<p>The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.</p> <p>Parking provision will not necessarily be required for all developments</p>	<p>Noted.</p> <p>Noted and no changes required as text explains that proposals that do not include parking provision/reduced parking provision can be supported by justification</p>
21	Planning obligations –	<p>The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.</p> <p>Footnote states that this is best practice rather than a validation requirement so should be included in a best practice list instead.</p>	<p>Noted.</p> <p>Requirement will be applied flexibility rather than a separate best practice list being produced.</p>

	Validation requirement	Representations Received	Officer Response
	draft heads of terms <sup>1</sup>		
22	Planning Statement	The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.  Requirements are not clear enough with respect to application to different categories of development	Noted.  Not agreed. No changes proposed.
C2	Public Art Strategy		
23	Retail Statement	The Council should ensure that this is consistent with the criteria set out in the NPPF and NPPG	The requirement is consistent with policy 6
24	Statement of Community Engagement	A minimum threshold of 10 dwellings is far too low for such a requirement. This is disproportionate and unreasonable, particularly when the Council should be focussing on delivering housing. We suggest a minimum threshold of 50 houses, or where local circumstances warrant it  This should be a best practice requirement rather than a validation requirement	Other than development for more than 2 turbines or where the hub height of any turbine exceeds 15 metres, neither the NPPF or NPPG are specific about the thresholds for pre-application engagement.  The adopted GCSP SCI 2019 encourages community engagement “particularly where development is likely to have significant impacts on local communities or where the site is particularly sensitive”.  The suggestion that a minimum threshold of 50 houses, or where local circumstances warrant it be adopted is considered somewhat arbitrary as a validation requirement.  Suggest that the stated criterion is retained, especially as it does not specifically require engagement to have been undertaken, but rather a statement of what has been undertaken.  Don't agree it should be only a best practice requirement -needs to be retained for major developments.
25	Surface Water Drainage Strategy	It is not reasonable or proportionate that a Surface Water Drainage Strategy is required for all scales of development. It is not considered that ‘minor’ development’ would usually result in a significant adverse impact on surface water drainage. Likewise,	The supporting text for adopted Local Plan policy 31 “seeks to ensure all surface water that is discharged to ground or into rivers, watercourses and sewers has an appropriate level of treatment to reduce the risk of diffuse pollution. The

<sup>1</sup> This is not a requirement for validation but is considered to be best practice and will help to speed up the planning decision process

	Validation requirement	Representations Received	Officer Response
Page 43		<p>the layout of many outline applications is not fixed which may mean that such a strategy is difficult to produce and, in any case, would be meaningless until the layout of the development had been fixed. We suggest that the threshold is amended to require such a strategy only for 'major' development, development of 1 hectare or more<sup>2</sup>, where there is an acknowledged pre-existing drainage issue or where the orientation or topography of the site warrants such a strategy. For all other minor development, we consider that such a strategy could be suitably dealt with through a planning condition – which is the approach that most Councils (including SCDC) currently apply.</p> <p>Infiltration testing requirements conflict with other guidance that suggest that this can be conditioned</p> <p>Drainage proforma should be provided as a separate document on the website</p>	<p>“strategy” for both householder and other applications is considered to be both proportionate and reasonable.</p> <p>No changes are therefore required.</p> <p>There is a typo in the “What is required” section. “Any flat room” should read Any flat <u>roof</u>”.</p> <p>If a development is being proposed for infiltration testing then details should be provided at application stage to avoid the need for planning conditions to be imposed</p> <p>Agreed</p>
	Sustainability Statement and Sustainability Checklist	<p>The stated threshold is far too low and be at least 50 houses. The Council should focus on delivering houses and should not concern itself with such detail at the validation stage for smaller developments or where the application is in outline. It would be appropriate to apply such matters as a planning condition</p> <p>If the information isn't integrated into the Design and Access Statement but still provided, it should be accepted</p> <p>The Sustainability Checklist should be saved separately to the SPD on the website.</p>	<p>Policy 28 states quite clearly that “Promoters of major development ...should prepare a Sustainability Statement as part of the Design and access Statement submitted with their planning application...”</p> <p>Suggest No change.</p> <p>Noted and agreed.</p> <p>Noted and agreed.</p>
	C2 Telecommunications development (supplementary information)	The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.	Noted.
27	Transport Assessment or Statement	This policy needs to state the difference between a Transport Statement and Assessment and specify in what instances one is required. This should correspond with any thresholds that the	The supporting text of Policy 81 states that “A detailed transport assessment or a less detailed transport statement may be required in accordance with the

	Validation requirement	Representations Received	Officer Response
		<p>County Council apply in such instances It is not reasonable to state that the applicant should agree the exact scale of development with the County Council. The only way that this could be done is by a paid-for pre-application enquiry to the County Council. Whilst this may be appropriate for larger-scale developments, the district Council should not defer to a third party on this matter – It is passing the buck</p> <p>Requirements not defined clearly enough</p>	<p>thresholds in Cambridgeshire County Council's current transport assessment guidelines".</p> <p>The guidelines do not set out definitive thresholds for when a transport assessment as opposed to when a transport statement is required. It is therefore reasonable for the County Council as the local highway authority to determine which of the two approaches is appropriate depending on the type and nature of the application.</p> <p>The choice of which type of information is required is initially for the applicant to decide.</p>
28 Page 44	Travel Plan	<p>A Travel Plan should only be required where there are significant transport impacts.</p> <p>Requirement for travel plan is vague and should be more clearly defined. Some uses could have quantified thresholds.</p>	<p>Policy 81 states "new development will require ... a travel plan to accompany all major development proposals". The supporting text also refers to where proposals "a significant amount of (traffic) movement".</p> <p>The key issue is whether there is sufficient justification for a Travel Plan to be required upfront for non-major development and not imposed simply as a condition. "A significant amount of (traffic) movement" is not defined so requires a subjective validation judgement.</p> <p>Nonetheless, it is important to understand future travel demands early in the planning process so that the full impact of an application can be properly assessed.</p> <p>It is recommended that the requirement remains unchanged.</p>
29	Traffic Management Plan	<p>It is not reasonable to provide this for all non-householder applications. This is highly disproportionate. Such a Plan should be provided at validation for larger-scale development or where it is warranted. It could easily be applied as a condition or informative to a planning permission. The Council needs to focus on delivering dwellings and the best way of doing that, in this instance is to provide a far more pragmatic and less burdensome approach to its validation requirements.</p>	<p>While a condition can and usually is applied to many developments, research has shown that the number of applications to discharge conditions for traffic management plans are considerable and often initially refused causing unnecessary delay for developers (as well as increased workloads for officers). It is more efficient for all concerned if this information is provided with the application.</p> <p>Suggest No Change.</p>

	Validation requirement	Representations Received	Officer Response
30	Tree survey / arboricultural implications	The stated thresholds are consistent with the NPPF and NPPG and appear to be reasonable and proportionate.	Noted.
31	Ventilation/extraction Statement (including odour considerations)		
32	Waste Design Guide Toolkit	The stated minimum criterion is disproportionate and could easily be secured by planning condition. Such a requirement would not be relevant for outline planning applications. The Council needs to focus on delivering housing and such matters can easily be dealt with through a planning condition – They are not needed to validate a planning application	No alternative minimum provision has been suggested. So long as the details required are proportionate to the level of development proposed, the requirement is considered reasonable.  Suggest No Change

#### Consultation Responses referenced in this Schedule

E-Mail dated 05/02/20 from Hugo Prime and Co

Letter dated 17/02/20 from Turleys

Letter dated 17/02/20 from Savills

Letter dated 17/02/20 from Cambridge Past Present and Future