



**TRAFFORD
COUNCIL**

**AGENDA PAPERS FOR
PLANNING AND DEVELOPMENT MANAGEMENT
COMMITTEE**

Date: Thursday, 11 February 2021

Time: 6.30 pm

Place: Virtual Meeting on Zoom

PLEASE NOTE: A link to the virtual meeting can be found below:

<https://www.youtube.com/channel/UCjwbIOW5x0NSe38sgFU8bKq/videos>

AGENDA

ITEM

1. ATTENDANCES

To note attendances, including Officers and any apologies for absence.

2. MEMBERSHIP OF THE COMMITTEE

To note that Councillor Bunting has replaced Councillor Rigby MBE as Opposition Spokesperson on the Planning and Development Management Committee

3. DECLARATIONS OF INTEREST

Members to give notice of any Personal or Prejudicial Interest and the nature of that Interest relating to any item on the Agenda in accordance with the adopted Code of Conduct.

4. MINUTES

To receive and, if so determined, to approve as a correct record the Minutes of the meetings held on 21st and 26th January, 2021.

5. **QUESTIONS FROM MEMBERS OF THE PUBLIC**

A maximum of 15 minutes will be allocated to public questions submitted in writing to Democratic Services (democratic.services@trafford.gov.uk) by 4pm two working days prior to the meeting. Questions must be within the remit of the Committee or be relevant to items appearing on the agenda and will be submitted in the order in which they were received.

6. **ADDITIONAL INFORMATION REPORT**

To consider a report of the Head of Planning and Development, to be tabled at the meeting.

7. **APPLICATIONS FOR PERMISSION TO DEVELOP ETC**

To consider the attached reports of the Head of Planning and Development, for the following applications. 7

Applications for Planning Permission	
<u>102243</u>	13 Stamford Place, Sale, M33 3BT
<u>102509</u>	39-42 Ingleby Court, Stretford, M32 8PY
<u>102841</u>	20 Kendal Road, Stretford, M32 0DZ
<u>103042</u>	Land North Of Oak Road And West Of Warburton Lane, Partington

8. **REVISION TO THE APPLICATION VALIDATION CHECKLIST**

To consider the attached report of the Head of Planning and Development. 8

9. **188A SHREWSBURY STREET, OLD TRAFFORD: MAKING OF IMMEDIATE ARTICLE 4 DIRECTION TO REMOVE PERMITTED DEVELOPMENT RIGHTS FOR THE DEMOLITION OF THE BUILDING**

To consider the attached report of the Head of Planning and Development. 9

10. **URGENT BUSINESS (IF ANY)**

Any other item or items which by reason of special circumstances (to be specified) the Chair of the meeting is of the opinion should be considered at this meeting as a matter of urgency.

SARA TODD
Chief Executive

Membership of the Committee

Councillors A.J. Williams (Chair), B. Hartley (Vice-Chair), Dr. K. Barclay, D. Bunting, T. Carey, M. Cordingley, D. Jerrome, M. Minnis, D. Morgan, K. Procter, E.W. Stennett, S. Thomas and B.G. Winstanley.

Further Information

For help, advice and information about this meeting please contact:

Michelle Cody, Governance Officer

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PLANNING AND DEVELOPMENT MANAGEMENT COMMITTEE

21st JANUARY, 2021

PRESENT:

Councillor Williams (In the Chair),
Councillors Acton (Substitute), Akinola (Substitute), Dr. Barclay, Carey, Cordingley,
Hartley, Jerrome, Minnis, Morgan, K. Procter and Rigby MBE.

In attendance: Head of Planning and Development (Ms. R. Coley),
Head of Major Planning Projects (Mr. D. Pearson),
Major Planning Projects Manager (Mrs. S. Lowes),
Planning and Development Manager (East) (Ms. H. Milner),
Major Planning Projects Officer (Ms. D. Harrison),
Major Planning Projects Officer (Mr. C. McGowan),
Principal Highways & Traffic Engineer (Amey) (Mr. G. Evenson),
Solicitor (Ms. J. Cobern),
Senior Governance Officer (Mr. I. Cockill),
Governance Officer (Miss M. Cody).

Also present: Councillor Welton.

APOLOGIES

Apologies for absence were received from Councillors Thomas and Winstanley.

10. DECLARATIONS OF INTEREST

Councillor K. Procter declared a Personal and Prejudicial Interest in Application 101346/HHA/20 (83 Whitelake Avenue, Flixton) as he resides within the vicinity of the application site, however, he did confirm that he has had no involvement with the application or the applicants.

Councillor Williams declared a Personal and Prejudicial Interest in Applications 100109/FUL/20 (Land off Hall Lane, Partington) and 100110/RES/20 (Land adjoining the Manchester Ship Canal North of Lock Lane and Thirlmere Road, Partington) as his employer is the registered provider of social housing involved with the developments.

Councillor Rigby MBE declared a Personal Interest in Applications 100109/FUL/20 (Land off Hall Lane, Partington) and 100110/RES/20 (Land adjoining the Manchester Ship Canal North of Lock Lane and Thirlmere Road, Partington) being a former Chairman of Governors for 3 of the local schools.

The Head of Planning and Development declared a Personal and Prejudicial Interest in Application 101618/FUL/20 (Mani Halal Meat and Vegetable Shop, 208-210 Moss Lane, Hale) as she resides within the vicinity of the application site. She advised the Committee that she was not involved with the preparation of the report.

Planning and Development Management Committee
21st January, 2021

11. MINUTES

RESOLVED: That the Minutes of the meetings held on 10th and 17th December, 2020, be approved as a correct record and signed by the Chair.

12. QUESTIONS FROM MEMBERS OF THE PUBLIC

No questions were submitted.

13. ADDITIONAL INFORMATION REPORT

The Head of Planning and Development submitted a report informing Members of additional information received regarding applications for planning permission to be determined by the Committee.

RESOLVED: That the report be received and noted.

14. UPDATE: PLANNING OBLIGATIONS: DEVELOPER CONTRIBUTIONS TOWARDS THE CARRINGTON RELIEF ROAD

The Head of Planning and Development submitted a report which provided an update and correction to the report which was previously approved by Members of the Committee on 15th October, 2020.

RESOLVED: That the contents of the report be noted and that the updated Appendix 1 be approved as a material consideration in the determination of planning applications with immediate effect.

15. APPLICATIONS FOR PERMISSION TO DEVELOP ETC

- (a) Permission granted subject to standard conditions prescribed by statute, if any, and to any other conditions now determined

<u>Application No., Address or Site</u>	<u>Description</u>
100021/FUL/20 – Wheatsheaf Hotel, 21 Church Street, Altrincham.	Change of use of the existing public house and coach house (Sui Generis) to residential use (Class C3) to create 6no dwellings. Works to include basement works including installation of new light well, and part single/part two storey extensions following demolition of the existing structures, amendments to vehicle access, demolition and rebuilding of existing garage adjacent to side boundary to create car ports and cycle store, erection of separate garage, bin store and associated landscaping. Existing signage to be removed and the facades made good.

Planning and Development Management Committee
21st January, 2021

16. APPLICATION FOR PLANNING PERMISSION 100109/FUL/20 – LAND OFF HALL LANE, PARTINGTON

[Note: The Chair declared a Personal and Prejudicial Interest in Application 100109/FUL/20 as his employer is the registered provider of social housing involved with the development and he vacated the Chair. The Vice-Chair took the Chair. Councillor Williams remained in the meeting but did not participate in the debate or cast a vote on the Application. Councillor Rigby MBE also declared a Personal Interest in this Application being a former Chairman of Governors for 3 of the local schools.]

COUNCILLOR HARTLEY IN THE CHAIR

The Head of Planning and Development submitted a report concerning an application for planning permission for 151 dwellings, together with associated access, parking, landscaping, sub-station, drainage, the layout of the road and footways and other associated works.

RESOLVED: That Members are minded to grant planning permission for the development and that the determination of the application hereafter be deferred and delegated to the Head of Planning and Development as follows:-

- (i) To complete a suitable Legal Agreement/Unilateral Undertaking to secure:-
 - A financial contribution of £834,124.00 towards the Carrington Relief Road and a financial contribution of £437,088.00 towards off-site primary education facilities.
- (ii) To carry out minor drafting amendments to any planning condition.
- (iii) To have discretion to determine the application appropriately in the circumstances where a S106 Agreement has not been completed within three months of the resolution to grant planning permission.
- (iv) That upon the satisfactory completion of the above Legal Agreement that planning permission be granted subject to the conditions now determined (unless amended by (ii) above).

17. APPLICATION FOR RESERVED MATTERS 100110/RES/20 – LAND ADJOINING THE MANCHESTER SHIP CANAL NORTH OF LOCK LANE AND THIRLMERE ROAD, PARTINGTON

[Note: The Chair declared a Personal and Prejudicial Interest in Application 100110/RES/20 as his employer is the registered provider of social housing involved with the development and he vacated the Chair. The Vice-Chair took the Chair. Councillor Williams remained in the meeting but did not participate in the debate or cast a vote on the Application. Councillor Rigby MBE also declared a Personal Interest in this Application being a former Chairman of Governors for 3 of the local schools.]

COUNCILLOR HARTLEY IN THE CHAIR

The Head of Planning and Development submitted a report concerning an application for the approval of reserved matters for layout, scale, appearance and landscaping pursuant to 86160/OUT/15 for the erection of 298 dwellings (including 40 affordable homes), public open space including play facilities, and associated works (including a pump station, flood water storage tanks and the erection of sub-stations). The application is accompanied by an EIA compliance statement.

RESOLVED: That the application for Reserved Matters be granted subject to the conditions now determined.

18. APPLICATION FOR PLANNING PERMISSION 101044/FUL/20 – 64-66 TALBOT ROAD, STRETFORD

The Head of Planning and Development submitted a report concerning an application for planning permission for the demolition of 66 Talbot Road and the erection of two buildings, 6 to 13 storeys in height, to provide 149 residential dwellings (Use Class C3) with associated infrastructure and landscaping and the demolition of a rear extension at 64 Talbot Road and refurbishment to provide office accommodation (Use Class B1).

RESOLVED: That Members are minded to grant planning permission for the development and that the determination of the application hereafter be deferred and delegated to the Head of Planning and Development as follows:-

- (i) To complete a suitable Legal Agreement under S106 of the Town and Country Planning Act 1990 (as amended) to secure:-
 - The provision of 33 units (22%) affordable housing on-site within Block A.
 - A financial contribution of £204,885 towards off-site primary education facilities.
 - A financial contribution of £195,327 towards off-site secondary education facilities.
 - A financial contribution of £87,364 towards spatial green infrastructure improvements at Longford Park.
 - A financial contribution of £120,536 towards outdoor sports facilities.
 - The retention of Tim Groom Architects in the role of design certifier throughout the construction period, or alternatively to secure a commuted sum to cover the professional fees required to enable the local Planning Authority and developer to work together to secure the involvement of an architectural practice of their choice in the role of design certifier.
- (ii) To carry out minor drafting amendments to any planning condition.
- (iii) To have discretion to determine the application appropriately in the circumstances where a S106 Agreement has not been completed within three months of the resolution to grant planning permission.

Planning and Development Management Committee
21st January, 2021

- (iv) That upon the satisfactory completion of the above Legal Agreement that planning permission be granted subject to the conditions now determined (unless amended by (ii) above).

19. APPLICATION FOR PLANNING PERMISSION 102313/FUL/20 - GULMARG, GARDEN LANE, ALTRINCHAM

The Head of Planning and Development submitted a report concerning an application for planning permission for the erection of a replacement two storey dwelling to include new replacement boundary walls and landscaping following the demolition of the existing dwelling.

It was moved and seconded that planning permission be refused.

The motion was put to the vote and declared carried.

RESOLVED: That planning permission be refused for the following reasons:-

The proposed development, by reason of its siting, height and massing in conjunction with the elevated position of the site, would appear overbearing and visually intrusive to the neighbouring properties on Springfield Road and would unduly overshadow and result in a loss of evening sunlight to these properties. The development would therefore have a detrimental impact on the residential amenity that the occupiers of these dwellings could reasonably expect to enjoy. As such the proposal would be contrary to Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

Note: Due to the time restrictions on the meeting, the Committee agreed that a reconvened meeting would be held on Tuesday 26th January, 2021 at 6.00pm, where consideration of the remaining items 101346/HHA/20, 101618/FUL/20, 101780/HHA/20 and 102232/HHA/20 would take place.

The meeting commenced at 6.33 pm and concluded at 9.32 pm.

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PLANNING AND DEVELOPMENT MANAGEMENT COMMITTEE

26th JANUARY, 2021 (RECONVENED MEETING)

PRESENT:

Councillor Williams (In the Chair),
Councillors Acton (Substitute), Akinola (Substitute), Dr. Barclay, Carey, Cordingley,
Hartley, Holden (Substitute), Jerrome, Minnis, Morgan and K. Procter.

In attendance: Head of Planning and Development (Ms. R. Coley),
Head of Major Planning Projects (Mr. D. Pearson),
Major Planning Projects Manager (Mrs. S. Lowes),
Planning and Development Manager (East) (Ms. H. Milner),
Principal Highways & Traffic Engineer (Amey) (Mr. G. Evenson),
Solicitor (Ms. J. Cobern),
Senior Governance Officer (Mr. I. Cockill),
Governance Officer (Miss M. Cody).

APOLOGIES

Apologies for absence were received from Councillors Rigby MBE, Thomas and Winstanley.

DECLARATIONS OF INTEREST

Councillor K. Procter declared a Personal and Prejudicial Interest in Application 101346/HHA/20 (83 Whitelake Avenue, Flixton) as he resides within the vicinity of the application site, however, he did confirm that he has had no involvement with the application or the applicants.

The Head of Planning and Development declared a Personal and Prejudicial Interest in Application 101618/FUL/20 (Mani Halal Meat and Vegetable Shop, 208-210 Moss Lane, Hale) as she resides within the vicinity of the application site. She advised the Committee that she was not involved with the preparation of the report.

20. APPLICATIONS FOR PERMISSION TO DEVELOP ETC

- (a) Permission granted subject to standard conditions prescribed by statute, if any, and to any other conditions now determined

<u>Application No., Address or Site</u>	<u>Description</u>
101346/HHA/20 – 83 Whitelake Avenue, Flixton.	Erection of a single storey rear/side extension and external alterations.

[Note: Councillor K. Procter declared a Personal and Prejudicial Interest in Application 101346/HHA/20, as he resides within the vicinity of the application site, he left the meeting during consideration of this item.]

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26th January, 2021

102232/HHA/20 – 18 Albert Place,
Altrincham.

Erection of single storey rear extension and partial conversion of garage into living accommodation.

(b) Permission refused for the reasons now determined

Application No., Address or Site

Description

101618/FUL/20 – Mani Halal Meat and Vegetable Shop, 208-210 Moss Lane, Hale.

Amalgamation of 208 and 210 Moss Lane at ground floor, with erection of a single storey front and side extension, alterations to the shop frontage and a new external staircase to rear of property 208 to provide separate access to the offices above.

[Note: The Head of Planning and Development declared a Personal and Prejudicial Interest in Application 101618/FUL/20, as she resides within the vicinity of the application site, she left the meeting during consideration of this item.]

21. APPLICATION FOR RETROSPECTIVE PLANNING PERMISSION 101780/HHA/20 – 4 WATERMINT WAY, ALTRINCHAM

The Head of Planning and Development submitted a report concerning an application for retrospective planning permission for the erection of single storey rear extension and new front porch.

It was moved and seconded that retrospective planning permission be refused.

The motion was put to the vote and declared lost.

RESOLVED: That retrospective planning permission be granted subject to the conditions now determined.

The meeting commenced at 6.04 pm and concluded at 7.20 pm.



PLANNING AND DEVELOPMENT MANAGEMENT COMMITTEE – 11th FEBRUARY 2021

REPORT OF THE HEAD OF PLANNING AND DEVELOPMENT

APPLICATIONS FOR PERMISSION TO DEVELOP, ETC.

PURPOSE

To consider applications for planning permission and related matters to be determined by the Committee.

RECOMMENDATIONS

As set out in the individual reports attached. Planning conditions referenced in reports are substantially in the form in which they will appear in the decision notice. Correction of typographical errors and minor drafting revisions which do not alter the thrust or purpose of the condition may take place before the decision notice is issued.

FINANCIAL IMPLICATIONS

None unless specified in an individual report.

STAFFING IMPLICATIONS

None unless specified in an individual report.

PROPERTY IMPLICATIONS

None unless specified in an individual report.

Further information from: Planning Services

Proper Officer for the purposes of the L.G.A. 1972, s.100D (Background papers): Head of Planning and Development

Background Papers:

In preparing the reports on this agenda the following documents have been used:

1. The Trafford Local Plan: Core Strategy.
2. The GM Joint Waste Development Plan Document.
3. The GM Joint Minerals Development Plan Document.
4. The Revised Trafford Unitary Development Plan (2006).
5. Supplementary Planning Documents specifically referred to in the reports.
6. Government advice (National Planning Policy Framework, Circulars, practice guidance etc.).
7. The application file (as per the number at the head of each report).
8. The forms, plans, committee reports and decisions as appropriate for the historic applications specifically referred to in the reports.
9. Any additional information specifically referred to in each report.

These Background Documents are available for inspection on the Council's website.

TRAFFORD BOROUGH COUNCIL

PLANNING AND DEVELOPMENT MANAGEMENT COMMITTEE – 11th FEBRUARY 2021

Report of the Head of Planning and Development

INDEX OF APPLICATIONS FOR PERMISSION TO DEVELOP etc. PLACED ON THE AGENDA FOR DECISION BY THE COMMITTEE

Applications for Planning Permission				
Application	Site Address/Location of Development	Ward	Page	Recommendation
<u>102243</u>	13 Stamford Place, Sale, M33 3BT	Priory	1	Grant
<u>102509</u>	39-42 Ingleby Court, Stretford, M32 8PY	Longford	15	Grant
<u>102841</u>	20 Kendal Road, Stretford, M32 0DZ	Gorse Hill	29	Refuse
<u>103042</u>	Land North Of Oak Road And West Of Warburton Lane, Partington	Bucklow St Martins	38	Minded to Grant Subject to Legal Agreement

WARD: Priory

102243/HHA/20

DEPARTURE: No

Erection of single storey side extension and Juliet balconies to the side elevation, with other external alterations across property, creation of new dropped kerb access and driveway to front

13 Stamford Place, Sale M33 3BT

APPLICANT: Mr Dixon

AGENT: Howard & Seddon ARIBA

RECOMMENDATION: GRANT SUBJECT TO CONDITIONS

The application is reported to the Planning and Development Management Committee due to being called in by Cllr Brotherton and Cllr Western, and receiving 6 + representations contrary to office recommendation.

SITE

The application site comprises a three storey, three bedroom end terrace property, located on the east side of Stamford Place, on the corner with Montague Road. The site is located 0.30km to the south east of Sale Town Centre.

The property is constructed of brick walls with a dual pitched tiled roof and white upvc framed window / door openings and there is an integral garage to the rear. The site features a front and side garden laid to grass with overgrown bushes and a rear hardstanding driveway. The driveway access is off Montague Road, which also serves the rear of neighbouring properties nos. 11 and 9 Stamford Place within the terrace. The site also features several trees along the garden boundary, with 1.80m high timber and concrete post fencing. The property is understood to be currently vacant. The surrounding area is predominantly residential aside from Sale United Reform Church directly to the south. The site is not within a conservation area.

PROPOSAL

This application seeks planning permission for the erection of a single storey side extension and Juliet balconies to the side elevation, with other external alterations. The property would remain in use as a single dwelling.

Specifically the side extension would project 2.80m with a length of 8.60m. The roof would be split into a mono pitch section and flat roof section, with an eaves height of 2.80m with a ridge height of 4m.

Other external alterations include replacement grey framed window / doors across all existing openings alongside 2no. Juliet style balcony windows to the side elevation at first and second floor level. Peddle dash render is proposed to the ground floor front elevation on the existing part of the property.

The integral garage would be converted to living space and together with the proposed side extension would form a kitchen diner and separate lounge. At first floor the floorplans retain two rooms as living space with the existing three bedrooms at second floor retained as existing. A new single driveway is proposed to the front of the site off Stamford Place, providing an additional parking space to the existing single space to the rear.

Value added:

The total additional internal floor space proposed is approximately 18.80sqm.

An amended site plan was sought by Officers to show a new driveway and single parking space to the front, to provide additional on-site parking given the increase in dwelling size, which is discussed later in the report. The tree protection plan was updated accordingly.

The red line boundary includes the shared driveway to the rear, which is understood to be in shared ownership with nos. 9 + 11 Stamford Place. As such an amended planning application form with certificate B signed was submitted. Notice 1 was also served on these properties.

DEVELOPMENT PLAN

For the purposes of this application the Development Plan in Trafford comprises:

- The **Trafford Core Strategy** adopted 25th January 2012; The Trafford Core Strategy is the first of Trafford's Local Development Framework (LDF) development plan documents to be adopted by the Council; it partially supersedes the Revised Trafford Unitary Development Plan (UDP), see Appendix 5 of the Core Strategy.
- The **Revised Trafford Unitary Development Plan (UDP)**, adopted 19th June 2006; The majority of the policies contained in the Revised Trafford UDP were saved in either September 2007 or December 2008, in accordance with the Planning and Compulsory Purchase Act 2004 until such time that they are superseded by policies within the (LDF). Appendix 5 of the Trafford Core Strategy provides details as to how the Revised UDP is being replaced by Trafford LDF.

PRINCIPAL RELEVANT CORE STRATEGY POLICIES

R2 – Natural Environment

L4 – Sustainable Transport and Accessibility
L7 – Design
L8 – Planning Obligations

For the purpose of the determination of this planning application, these policies are considered 'up to date' in NPPF Paragraph 11 terms with the exception of maximum parking standards in L4.

OTHER LOCAL POLICY DOCUMENTS

SPD3 – Parking and Design
SPD4 – A Guide for Designing House Extensions and Alterations

PROPOSALS MAP NOTATION

None to note

PRINCIPAL RELEVANT REVISED UDP POLICIES/PROPOSALS

None

NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

The MHCLG published the National Planning Policy Framework (NPPF) on the 19th February 2019. The NPPF will be referred to as appropriate in the report.

NATIONAL PLANNING PRACTICE GUIDANCE (NPPG)

MHCLG published the National Planning Practice Guidance on the 6th March 2014, and is updated regularly. The NPPG will be referred to as appropriate in the report.

GREATER MANCHESTER SPATIAL FRAMEWORK

The Greater Manchester Spatial Framework is a joint Development Plan Document being produced by each of the ten Greater Manchester districts and, once adopted, will be the overarching development plan for all ten districts, setting the framework for individual district local plans. The first consultation draft of the GMSF was published on 31st October 2016, and a further period of consultation on the revised draft ended on 18th March 2019. The GMSF is not yet at Regulation 19 stage and so will normally be given limited weight as a material consideration. Where it is considered that a different approach should be taken, this will be specifically identified in the report. If the GMSF is not referenced in the report, it is either not relevant, or carries so little weight in this particular case that it can be disregarded.

RELEVANT PLANNING HISTORY

103101/CPL/21: Application for Certificate of proposed lawful development for a proposed laying of permeable hard standing at the front of the dwelling to create 2No. car parking spaces.

- Pending consideration

101324/FUL/20: Change of use from single dwelling house, to 3no. apartments. Erection single storey side extension, 2no. side Juliet balconies, associated bin/cycle store and other external alterations.

- Refused 23.10.2020

100455/FUL/20

Change of use from single dwelling house, to 3 flats and 1 bedsit. Erection of a two storey side extension and dormer with other external alterations.

- Withdrawn 08.07.2020

APPLICANT'S SUBMISSION

CIL Form

Tree Survey

Tree Protection Plan

Location Plan

Application Form

Existing site plan

Proposed site plan

Existing / proposed floor plans + elevations

CONSULTATIONS

Tree Officer

No objection raised to the removal of the lime tree within the front garden of the property to accommodate the proposed car parking space. The tree is not protected.

Local Highway Authority

No objection in principle and support one new space to the front given its siting. A condition is requested for the provision of a secure, covered cycle store, taking into account the loss of the existing internal garage.

A condition is also requested for a construction method statement, taking into account the small nature of the site.

REPRESENTATIONS

The application was advertised through notification letters sent to immediate neighbours. Objections were received from nos. 9 + 11 Stamford Place, and nos. 16, 18, 20, 21 and 22 Montague Road. In summary the following concerns have been raised:

- Side extension would protrude past built form line on Montague Road causing visual intrusion
- Overdevelopment of existing property and site
- Overlooking from side Juliet balconies
- Grey windows out of keeping with style of existing properties within the locality
- Parking issues from loss of internal garage – already lack of on street parking
- Concern over potential for property to be subdivided in the future once works are complete
- Increased pressure on drainage systems
- No fire reports have been produced due to the shared roof space
- Disturbance from construction process
- Additional storey(s) could be subsequently added to the side extension
- Site driveway access is shared and not fully within ownership of no. 13

An objection and call in request was also received from Cllr Brotherton and Cllr Western. In summary:

- On street parking issues created from increase in floor space and loss of internal garage
- Side extension would protrude beyond the building line on Montague Road which would be incongruous and set a precedent
- Juliet balconies would adversely affect privacy and amenity of neighbours on Montague Road
- If minded to grant, an informative is required to prohibit any further change of use
- If minded to grant a condition limiting hours of work should be required to minimise nuisance / disturbance to neighbours

Following the receipt of an amended site plan, neighbours were subsequently re-consulted. The following objections/comments were received:

- Property as extended will raise house prices in the area, to the detriment of local residents
- Overdevelopment from lack of garden space
- Eyesore
- Further parking pressures
- Site is becoming overcrowded
- Removal of front tree should be undertaken by a licensed council approved tree surgeon.
- Construction vehicles / machinery should not access or damage the shared rear driveway. This should be conditioned.
- Would like the shared driveway to be included for discussion at the planning meeting. Documents do not take this into consideration.
- No. 9 and 11 confirmed they now have no objection to parking now proposed.

OBSERVATIONS

PRINCIPLE OF DEVELOPMENT

1. The proposal is for an extension and alterations to an existing residential property within a predominantly residential area. Such works are generally considered acceptable in principle, subject to addressing certain material considerations. The materials considerations in this application are the design and appearance of the development, its impact on residential amenity, and the level of parking provision and on trees.

DESIGN AND APPEARANCE

2. Policy L7: Design from the Core Strategy states that:

L7.1 "In relation to matters of design, development must:

- *Be appropriate in its context;*
- *Make best use of opportunities to improve the character and quality of an area;*
- *Enhance the street scene or character of the area by appropriately addressing scale, density, height, massing, layout, elevation treatment, materials, hard and soft landscaping works, boundary treatment".*

3. The single storey side extension would have a width of 2.80m, which would appear as a subservient, proportionate addition in relation to the existing property and wider terrace. The existing side garden is 6.80m wide, whilst the side extension would maintain in excess of 50% of this side garden in accordance with section 3.3 from SPD4. This serves to maintain the character and openness of this corner plot and the wider street scene. Whilst the extension would come past the building line of properties to the east on Montague Road by 2.80m, it is only single storey, sited 10m away from the front elevation of no. 21 Montague Road and is not considered to appear overly prominent in this street scene context. The existing trees to the southern boundary would be retained which also provide screening between the property and the road.
4. The part mono pitch and part flat roof for the side extension is considered to be an acceptable design solution given the limited impact it will have, allowing space for the construction of the first floor side Juliet balcony. Other similar single storey flat roof side extensions are present within the vicinity, e.g. at nos. 21 and 23 Montague Road.

5. The side Juliet balcony doors at first and second floor level would be well sited within the side elevation in place of existing window openings, which feature a rendered panel below. They would be partially obscured from view from the road by the retained trees and their design is considered acceptable.
6. In terms of external alterations across the property, the anthracite grey aluminium framed windows would differ from those of the immediate neighbouring properties which generally features white frame windows, but the window frame colour could be changed without planning permission in any event. Other new window and door openings including the garage conversion would be well sited within the elevations and of a suitable shape and size.
7. The proposed white render to the existing pebble dash wall to the ground floor front elevation is for a small section of the property, refurbishing the existing dated render. Views of the wider property would not be affected, also in the context of the neighbouring terrace which features grey render to the ground floor front elevation.
8. In summary the proposal would be appropriate in its context, appropriately addressing scale form, massing and elevation treatment. The design and appearance of the proposal complies with Policy L7 Design and SPD4.

RESIDENTIAL AMENITY

9. This section considers the potential amenity impact of the proposal upon adjacent residential properties.
10. Policy L7; Design also states that:
11. *L7.3 "In relation to matters of amenity protection, development must:
 - Be compatible with the surrounding area; and
 - Not prejudice the amenity of the future occupiers of the development and/or occupants of adjacent properties by reason of overbearing, overshadowing, overlooking, visual intrusion, noise and/or disturbance, odour or in any other way".*

Impact upon nos. 9 + 11 Stamford Place

12. These are the adjoining terraced properties to the north. The proposed external alterations are considered appropriate in appearance, whilst the side extension would not be visible from the front or rear elevations of these properties. The new

front driveway is not considered to create additional noise or disturbance for no. 11 above that expected with typical residential use, which would remain.

13. There is not considered to be any overbearing impact, unreasonable visual intrusion, loss of light or privacy for these properties.

Impact upon no. 21 Montague Road

14. This is the neighbouring property to the rear to the east. The proposed external alterations are considered appropriate in appearance and new rear window openings would be on the same plane as existing window openings. The extension would be to the side only and is considered of an appropriate design. There is not considered to be any overbearing impact, unreasonable visual intrusion, loss of light or privacy for this property.

Impact upon no. 16 + 18 Montague Road

15. These are the neighbouring properties to the south on the opposite side of Montague Road. The side Juliet balconies would provide a 23m facing distance to the front elevation of no. 16 and 25m to the front elevation of no. 25 and would be partially obscured by existing trees to the southern boundary.
16. Taking into account the large facing distance (in excess of 21m minimum required from SPD4 between habitable room windows, there is not considered to be any overbearing impact, unreasonable visual intrusion, loss of light or privacy for these properties.
17. A condition is recommended to restrict the flat roof part of the side extension from use as an external terrace / balcony.

Impact upon no. 8 Stamford Place

18. This is the neighbouring property to the side to the west which is in use as a block of flats.
19. The proposed external alterations are not considered to have an overbearing impact, be visual intrusive or result in a loss of light or privacy for this property, given the scale and siting.

20. In summary whilst the concerns of neighbouring properties are acknowledged and taken into account, the proposal is considered to avoid an adverse or unreasonable amenity impact upon neighbouring properties and in this regard the proposal would comply with Policy L7.3.

ACCESS, HIGHWAYS + CAR PARKING

21. The surrounding roads feature daytime parking restrictions between 9am and 5pm (Mon to Fri) on one side, with limited unrestricted parking available on the other side, which is often occupied with cars. This is in part due to the proximity to Sale town centre, which is a 5 minute walk away.
22. The proposed floor plans show that the extended property would feature 3no. bedrooms, this being the same number of bedrooms as the existing property. There would be 3no. bedrooms to the second floor, 2no. first floor lounges and a new lounge and kitchen diner at ground floor level. It is however feasible that one or both of the first floor lounges could be used as a bedrooms.
23. The proposal would result in the loss of the rear integral garage which could currently provide parking for 1no. car, being in excess of 2.40m x 4.80m in size. As such it is considered that 2no. off road parking spaces would be a proportionate requirement in relation to a 3no. / 4no. / 5 no. bed property in this location. The maximum standard in SPD3 of 3no. spaces for a 4+no. bed property is not considered necessary given the sustainable location of the site which is 5 minute walk from Sale town centre.
24. The existing site has 1no. external parking space to the rear, in a diagonal position across the rear of the property on the shared drive with nos. 9 and 11, accessed off Montague Road which would remain. The proposed site plan shows that an additional parking space is proposed to the front of the property facing Stamford Place.
25. The LHA have no objection to the new front driveway and dropped kerb access. The new driveway position would be sited 10m from the junction between Stamford Place and Montague Road to the south. This is below the 15m typically required for adequate visibility, however the one way system in place on Montague Road means that cars would not approach from the east, where visibility is restricted on the near side by trees and the site boundary fence. Approaching from the west on Montague Road would provide adequate visibility.

26. The new crossover would not displace existing on street parking spaces as there are double yellow lines in this location.
27. The proposal is different to the previous refusal (101324/FUL/20) in that whilst there would be the same external design for the extension, no change of use to apartments is now proposed. The previous apartments were considered to represent a more intensive use of the site with a larger associated parking requirement than a single dwelling. In addition further discussion has taken place in respect of a new single driveway to the front, taking into account the one way system. The current driveway space is also sited further away from the junction than that proposed previously.
28. It should be noted that the applicant has submitted a separate proposed lawful development application (103101/CPL/21) for the creation of 2no. new parking spaces to the front of the site. Whilst Officers have concerns about the impact this would have on trees on site, it is not considered reasonable to remove permitted development in this instance. Furthermore separate highways permission would be required to extend the drop kerb, which the LHA have confirmed they would not support as this would extend the dropped kerb closer to the junction than proposed in this application.
29. A construction management plan is recommended by way of a condition given the small nature of the site, however given the small scale of the development proposed this is not considered necessary or reasonable.
30. In summary the proposal is considered acceptable on highways grounds in accordance with Policies L4 and L7.

TREES

31. The site features 3no. existing trees. T1 and T2 are proposed to be retained and surrounded by protective fencing during the construction process and this could be conditioned. The proximity of the side extension to these trees could result in limited damage to tree roots, but not to the extent that would harm the overall health or integrity of the trees.
32. The proposal would result in the loss of T3, a category B Lime Tree to the front, however this is not protected and the Council's tree officer has no objection to its removal. Whilst it does contribute to the streetscene it is considered given the retention of the other two trees on site that its removal is acceptable.

33. It is considered that given the tight nature of the site, the new front driveway in place of T3, would allow for further storage of materials and on-site parking, whilst allowing full implementation of protection fencing for T1 and T2 and better protecting these remaining trees.
34. In summary the proposal is considered to have an acceptable impact upon trees and would comply with Policy R2.

OTHER CONSIDERATIONS

35. Concern from neighbours has been raised over the potential for sub division of the property in the future avoiding planning permission. It should be clarified that any proposal to subdivide the property into separate residential dwellings in the future would require planning permission and would take into account the considerations of previously refused application 101324/FUL/20.
36. Neighbouring concerns regarding drainage capacity and fire risk have been received. The property would continue to be in residential use within only a small side extension and upgrading of the existing drainage system is not considered necessary.
37. The existing party wall and roof construction are understood to remain and there is not considered to be an increased fire risk from the property which would remain in residential use, however this is not a planning consideration and the proposed construction works would also be subject to building regulations.

DEVELOPER CONTRIBUTIONS

38. The total additional floor space proposed is approximately 18.80sqm, which at less than 100sqm is not subject to the Community Infrastructure Levy (CIL) payment.

PLANNING BALANCE AND CONCLUSION

39. The proposed development is considered to provide an acceptable design and appearance, whilst providing adequate on-site parking provision for the dwelling and not harming the amenity of surrounding occupiers. Whilst the loss of the tree is regrettable, it is not considered reasonable to withhold permission on this point.

40. Therefore it is considered the proposal complies with the relevant policy and guidance for householder extensions and on balance would be an acceptable scheme for which approval is recommended.

RECOMMENDATION:

Grant, subject to the following conditions:

1. The development must be begun not later than three years beginning with the date of this permission.

Reason: Required to be imposed by Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans, numbers: CW/9983-P-TP-1 (as received 28.01.2021); 14,319/10 A; 14,319/11 B and 14,319/OS A.

Reason: To clarify the permission, having regard to Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

3. The materials used in any exterior work must be of a similar appearance to those used in the construction of the exterior of the existing building.

Reason: In order to ensure a satisfactory appearance in the interests of visual amenity having regard to Policy L7 of the Trafford Core Strategy, the Council's adopted Supplementary Planning Document 4: A Guide for Designing House Extensions and Alterations and the requirements of the National Planning Policy Framework.

4. No development or works of site preparation shall take place until all trees that are to be retained within or adjacent to the site have been enclosed with temporary protective fencing in accordance with BS:5837:2012 'Trees in relation to design, demolition and construction. Recommendations'. The fencing shall be retained throughout the period of construction and no activity prohibited by BS:5837:2012 shall take place within such protective fencing during the construction period.

Reason: In order to protect the existing trees on the site in the interests of the amenities of the area having regard to Policies L7, R2 and R3 of the Trafford Core Strategy and the National Planning Policy Framework. The fencing is required prior to development taking place on site as any works undertaken beforehand, including preliminary works, can damage the trees.

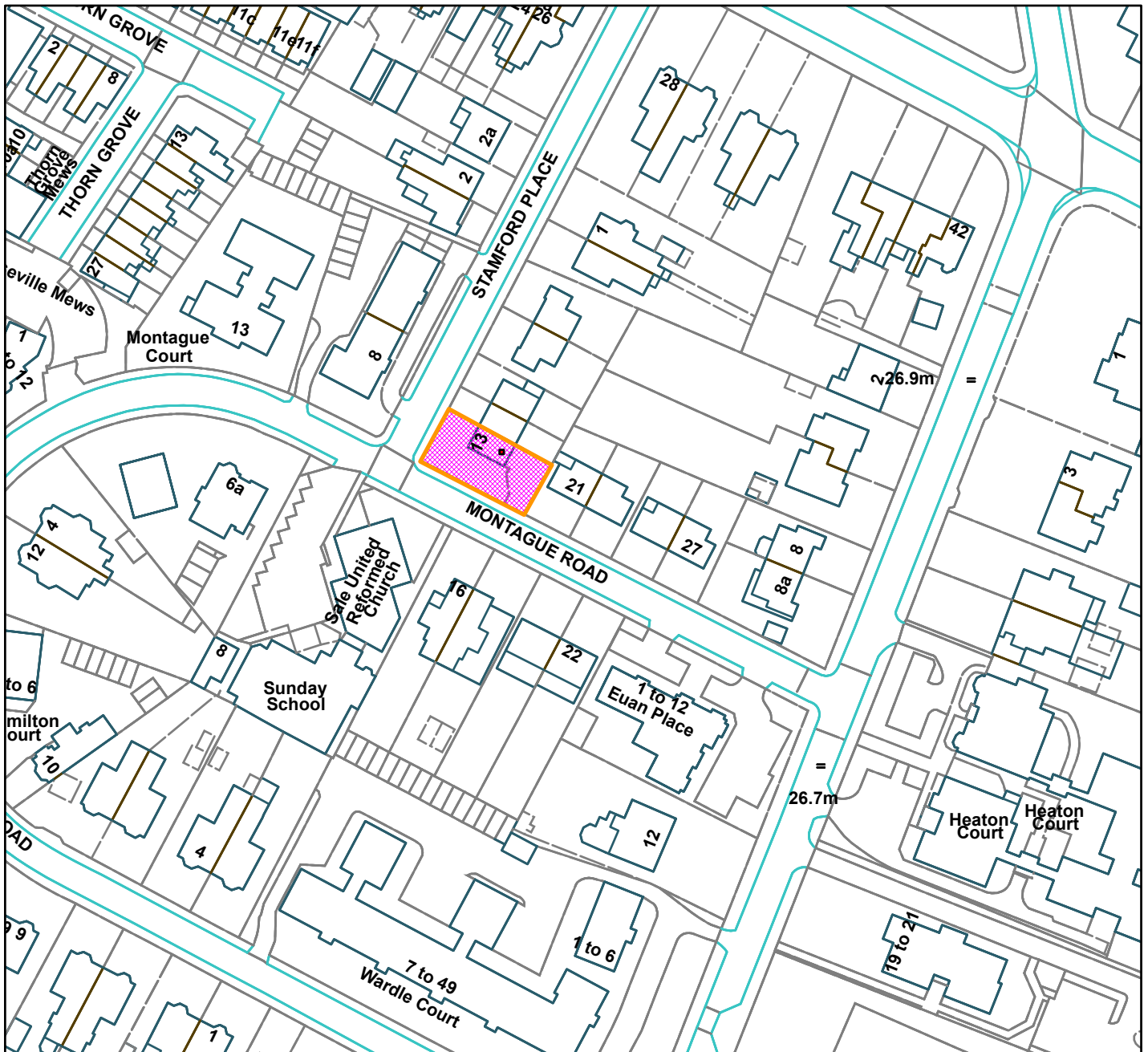
5. Notwithstanding the provisions of Part 1 of the Town and Country Planning (General Permitted Development) Order 2015 (or any Order amending or replacing that Order), the flat roof area of the extension hereby approved shall not be used as a balcony, terrace, roof garden or similar amenity area, and no railings, walls, parapets or other means of enclosure shall be provided on that roof unless planning permission has previously granted for such works.

Reason: To protect the privacy and amenity of the occupants of the adjacent dwellinghouses, having regard to Policy L7 of the Trafford Core Strategy, the Council's adopted Supplementary Planning Document 4: A Guide for Designing House Extensions and Alterations and the National Planning Policy Framework.

GEN



13 Stamford Place, Sale



Scale: 1:1,250

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Organisation	Trafford Council
Department	Planning Service
Comments	Committee Date - 11/02/21
Date	07/01/2021
MSA Number	100023172 (2012)

WARD: Longford

102509/FUL/20

DEPARTURE: No

Alterations to roof and exterior of building to accommodate two one-bedroom flats within the roof space, new porch, front dormers, parking spaces, rendering and associated landscaping improvements.

39-42 Ingleby Court, Stretford M32 8PY

APPLICANT: Mr Roman Khripko

AGENT: N/A

RECOMMENDATION: GRANT SUBJECT TO CONDITIONS

This application is reported to the Planning and Development Management Committee as the application has received six or more letters of objection contrary to the Officer recommendation of approval.

SITE

The subject building is located on Ingleby Court, a private road which is accessed off the A5145 (Edge Lane) being located approximately 1 km east of Stretford Mall and 1 km west of Chorlton Town Centre.

The two storey building is of buff brick (wall) and concrete tile (roof) construction, with four garages in two detached pairs to the rear and side of the main building with access to either side of the building. There is a small green area to the front with pedestrian access running down the middle. A privet hedge runs along the front boundary of this area creating a defensible space.

To the rear there is a communal garden area, bounded by a mature hedgerow/tree line along the rear (west boundary). To the rear there are several large detached properties which run perpendicular to the site located on Edge Lane.

Ingleby Court is in an established residential setting with the residential development opposite the site to the east made up of a mix of single and two storey buildings, providing bungalows and apartment units, all of red brick construction. At the end of the road there is a pedestrian access which leads through to the Stretford Grammar School.

It is understood that the applicant is the lessor with residents being lessees via either a landlord or leasehold estate purchase.

PROPOSAL

The applicant is seeking permission to alter the existing roof design to provide a mansard roof with five dormers on the front elevation and roof lights on the flat roof

top of the roof providing additional light and ventilation. This alteration does not result in any increase in height.

The purpose of the roof alterations is to provide a two apartments in the roof space. In addition it is proposed to create a stone porch projecting out by approximately 0.6m, 2.6 m wide and 2.8 m high. Other works external works proposed include elevational changes to introduce stone window mouldings and plastered panels between and below windows on the front elevation and a stone cornice around the building.

In order to accommodate the additional apartment the applicant is proposing to provide 2no. additional off street parking space to either side of the building as well as providing additional bin and cycle storage to the rear of the site.

BACKGROUND

This application follows on from a recent approval approved at committee (see planning history section for details) for a similar proposal albeit with only one apartment proposed in the roof space with the remainder being kept as storage space.

DEVELOPMENT PLAN

The Development Plan in Trafford comprises:

- **The Trafford Core Strategy, adopted 25th January 2012;** The Trafford Core Strategy is the first of Trafford's Local Development Framework (LDF) development plan documents to be adopted by the Council; it partially supersedes the Revised Trafford Unitary Development Plan (UDP), see Appendix 5 of the Core Strategy.
- **The Revised Trafford Unitary Development Plan (UDP), adopted 19th June 2006;** The majority of the policies contained in the Revised Trafford UDP were saved in either September 2007 or December 2008, in accordance with the Planning and Compulsory Purchase Act 2004 until such time that they are superseded by policies within the (LDF). Appendix 5 of the Trafford Core Strategy provides details as to how the Revised UDP is being replaced by Trafford LDF.

PRINCIPAL RELEVANT CORE STRATEGY POLICIES

L1 - Land for New Houses
L2 - Meeting Housing Needs
L4 - Sustainable Transport and Accessibility
L5 – Climate Change
L7 – Design
L8 – Planning Obligations
R3 - Green Infrastructure

PROPOSALS MAP NOTATION

Critical Drainage Area
Smoke Control Zone

OTHER LOCAL PLANNING POLICY DOCUMENTS

PG1 – New Residential Development
SPD3 – Parking Standards and Design

PRINCIPAL RELEVANT REVISED UDP POLICIES/PROPOSALS

ENV15/16 – Community Forest/Tree Planting

GREATER MANCHESTER SPATIAL FRAMEWORK

The Greater Manchester Spatial Framework is a joint Development Plan Document being produced by each of the ten Greater Manchester districts and, once adopted, will be the overarching development plan for all ten districts, setting the framework for individual district local plans. The first consultation draft of the GMSF was published on 31st October 2016, and a further period of consultation on the revised draft ended on 18th March 2019. The GMSF is not yet at Regulation 19 stage and so will normally be given limited weight as a material consideration. Where it is considered that a different approach should be taken, this will be specifically identified in the report. If the GMSF is not referenced in the report, it is either not relevant, or carries so little weight in this particular case that it can be disregarded.

NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

The DCLG published the National Planning Policy Framework (NPPF) in 19 February 2019. The NPPF will be referred to as appropriate in the report.

NATIONAL PLANNING PRACTICE GUIDANCE (NPPG)

DCLG published the National Planning Practice Guidance on 6 March 2014, and is updated regularly. The NPPG will be referred to as appropriate in the report.

RELEVANT PLANNING HISTORY

101371/FUL/20 - Alterations to roof and exterior of building to accommodate one-bedroom flat within the roof space, new porch, rendering and associated landscaping improvements.

Approved by Committee subject to conditions. Decision issued 19.10.2020

99758/FUL/20 – Alterations to roof and exterior of building to accommodate one bedroom flat within the roof space, new porch, parking pit, solar panels, rendering and associated landscape improvements

Withdrawn due to lack of bat survey.

APPLICANT'S SUBMISSION

- Bat Survey
- Parking Survey

CONSULTATIONS

Local Highway Authority: No objections, conditions recommended.

Greater Manchester Ecology Unit: No comment received but previous 'no objection subject to conditions and informative' response still relevant.

REPRESENTATIONS

Objections have been received from 7 separate addresses. The following is a summary of the points made:

- Road not suitable for further development – will cause further disruption
- Cromwell Rd now closed off which leads to people parking along Ingelby Court when visiting Longford Park.
- The construction phase would have a detrimental impact on living and working conditions of current residents, the existing building, those neighbouring;
- Cause damage to the existing building – and undue nuisance and disruption to existing residents – no regard to existing residents
- The development gives no thought to existing residents
- The road already suffers from parking problems, this development will exacerbate the issue
- Overdevelopment and out of context with the scale of neighbouring properties
- Will have a negative impact for residents , insufficient private open space for any further apartments
- Bin store areas have no regard for existing residents

OBSERVATIONS

PRINCIPLE OF DEVELOPMENT

1. Section 38(6) of the Planning and Compensation Act 1991 states that planning applications should be determined in accordance with the development plan unless material considerations indicate otherwise. The NPPF at Paragraphs 2 and 47 reinforces this requirement and at Paragraph 12 states that the presumption in favour of sustainable development does not change the statutory status of the development plan as a starting point for decision making, and that where a planning application conflicts with an **up to date** (emphasis added) development plan, permission should not normally be granted.
2. The Council's Core Strategy was adopted in January 2012, prior to the publication of the 2012 NPPF, but drafted to be in compliance with it. It remains broadly compliant with much of the policy in the 2019 NPPF, particularly where that policy is not substantially changed from the 2012 version. It is acknowledged that policies controlling the supply of housing are out of date, not least because of the Borough's lack of a five year housing land supply, but other policies relevant to this application remain up to date and can be given full weight in the determination of this application. Whether a Core Strategy policy

is considered to be up to date or out of date is identified in each of the relevant sections of this report and appropriate weight given to it.

3. The NPPF is a material consideration in planning decisions, and as the Government's expression of planning policy and how this should be applied, should be given significant weight in the decision making process.
4. Paragraph 11 d) of the NPPF indicates that where there are no relevant development plan policies, or the policies which are most important for determining the application are out of date, planning permission should be granted unless:
 - i. the application of policies in this Framework that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or
 - ii. any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole.

Housing Supply

5. Given that the Council cannot demonstrate a five year supply of housing land (the current supply is 2.4 years), and also has a Housing Delivery Test output of 58%, Paragraph 11 of the NPPF is automatically engaged. Thus Policies L1 and L2 of the Core Strategy are 'out of date' in NPPF terms, albeit some aspects of the policies such as affordable housing targets, dwelling type, size and mix are largely still up to date and so can be afforded substantial weight.
6. Whilst the proposal would only deliver two additional units, considerable weight must be given to this, especially as it would be in a sustainable location close to local services and transport routes.
7. The NPPF also requires policies and decisions to support development that makes efficient use of land. In this respect, the NPPF, at paragraph 118, gives substantial weight to the value of using suitable previously developed land within established locations to provide new homes.
8. As the scheme provides only two dwelling units it is below the national threshold requiring the provision of affordable housing. Given it would support housing and brownfield targets in an appropriate location weighs in its favour. In acknowledging that 'the presumption in favour of sustainable development' applies to this application, the significance of this benefit will be returned to in due course as part of the planning balance.

DESIGN AND IMPACT ON THE STREETSCENE

9. Paragraph 124 of the NPPF states that "*The creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities*". Paragraph 130 states that "*Permission should be*

refused for development of poor design that fails to take the opportunities available for improving the character and quality of an area and the way it functions”.

10. Policy L7 is considered to be compliant with the NPPF as it comprises the local expression of the NPPF’s emphasis on good design and, together with associated SPDs, the Borough’s design code. It can therefore be given full weight in the decision making process. Policy L7 states that in relation to matters of design, development must:
 - Be appropriate in its context;
 - Make best use of opportunities to improve the character and quality of an area;
 - Enhance the street scene or character of the area by appropriately addressing scale, density, height, massing, layout, elevation treatment, materials, hard and soft landscaping works and boundary treatment.
11. The proposed alterations to the appearance of the building would notably change the character and appearance of the existing building through the addition of a mansard roof, which is as approved under application 101371/FUL/20. This alteration to the form roof would facilitate the provision of two additional one bedroom flats within the roofspace. Whilst the roof form and massing would be altered the overall height would remain the same as the existing and there would be no alterations to the footprint of the existing building.
12. Whilst mansard roofs are not a feature within the immediate local area it is not considered the proposal would harm the character of the wider area or that the mansard roof would be overly dominant within the streetscene.
13. The proposed dormers would introduce a new aspect but in the context of the overall design would be in proportion. Subject to final material specifications being agreed the dormers would be acceptable. The planning authority sought a minor amendment to remove the hipped roof element off the two larger dormers and replace with flat roof to provide consistency and a more coherent design approach.
14. The proposed porch is modest in scale and will improve the overall entrance arrangement to the building. It is noted that no objections are raised to this element of the scheme. The proposed stone window surrounds and cornice would need to be agreed by condition, this should be natural stone and indigenous to the local area. High quality finishes will be necessary to achieving a well-executed scheme.
15. Having assessed the design, scale and appearance it is considered the proposal is in line with the NPPF and Policy L7 of the Core Strategy.

IMPACT ON RESIDENTIAL AMENITY

16. Policy L7 of the Trafford Core Strategy states that “In relation to matters of amenity protection, development must: Be compatible with the surrounding area; and not prejudice the amenity of the future occupiers of the development

and / or occupants of adjacent properties by reason of overbearing, overshadowing, overlooking, visual intrusion, noise and / or disturbance, odour or in any other way”.

17. The Council’s adopted planning guidance for new residential development (PG 1) sets out minimum separation distances which will be sought in order to protect residential amenity. These are as follows:
 - 21m between facing habitable room windows across public highways (increased by 3m for three or more storeys)
 - 27m between facing habitable room windows across private gardens (increased by 3m for three or more storeys)
 - 15m between a main elevation with habitable room windows and a facing blank elevation
 - 10.5m between habitable room windows and garden boundaries (increased by 3m for three or more storeys)
18. The five dormers, four of which would directly serve the apartments look out across the access road towards the Ingleby Court. The two windows serving the proposed apartment no. 44 would look out towards a bungalow at a distance of approximately 15 metres in line with existing windows in the apartment block. While this is below the recommended distance there are no directly opposing windows given the differential in height. In this regard the relationship would be acceptable.
19. The applicant does not propose any additional rear or side facing windows with additional light and ventilation sought via proposed roof lights.
20. The comments regarding potential impact from the construction phase are noted. While accepted there will likely be some disturbance throughout the construction phase this will be relatively short. Any construction will be expected to meet nationally set standards.
21. In terms of future occupiers of the proposed apartments, the space provided is adequate and in accordance with the nationally set space standards with approximately 58m² of internal space provided for each apartment. The concerns from objectors regarding noise from the new apartments once occupied are noted. Part E of the Building regulations deals specifically with sound insulation and it will be the developers responsibility to ensure that all requirements are met to safe guard the amenity of both existing and future residents.
22. The issue of external communal space is raised in the objections received. While the garden space is modest it is considered sufficient for the proposed unit, along with the existing units. In addition the site is less than a five minute walk from Longford Park which offers a large outdoor amenity and recreation space. In addition the issue regarding the location of the bin storage area is also noted, it is however considered best to keep the bin store away from the front of the site having regards to visual amenity. The exact location and design can be explored post determination with final location and details to be

submitted and agreed in writing with planning authority prior to first occupation of either apartment. In this regard the amenity for existing and future residents is considered acceptable in accordance with policy L7 of the core strategy.

HIGHWAY AND PARKING MATTERS

23. Paragraph 109 of the NPPF notes that *'Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.'*
24. Policy L4.6 of the Core Strategy states *'The Council will protect and support the maintenance and improvement of the Strategic Road Network and the Primary and Local Highway Authority Network, to ensure they operate in a safe, efficient and environmentally sustainable manner.'*
25. The application proposes the creation of two, one bed apartments. The Council's car parking standards, as set out in SPD3, require one parking space be provided to serve this, which is to be provided.
26. The applicant has provided a swept path analysis to show how cars exiting the existing garages would manoeuvre in light of the proposed surface parking spaces. The LHA note in response to the detail provided *"the tracking drawing is not optimal especially phase 3. However, the scale, location and proposed development have been taken into consideration. The development is served off a private road (Ingleby Court) which offers on-street parking in the event of an overspill parking."* On this basis the layout is considered acceptable.
27. It is noted that some objectors raise concerns regarding the closure of Cromwell Road (temporary planters) and impacts this has on Ingleby Court from an increase in the demand for parking from visitors to Longford Park. The planters have been put in place via the tranche 1 funding from the Emergency Active Travel Fund. At the time of writing these measures remain temporary only. It is noted that the LHA have not raised any issue in this regard and notwithstanding the concerns with the proposal providing the necessary (maximum) parking provision.
28. The LHA previously requested a condition be included as part of any approval requiring the four garages on site be retained for the sole use of the residents of 39-42 Ingleby Court for the life time of the development. In the previous application this was not considered reasonable. However given the further proposed increase in unit numbers on site officers now consider that this parking provision should be retained on site and as such a condition is proposed.
29. Having regard to all of the above the development is considered to be in accordance with Policy L4 of the Local Plan and the NPPF.

ECOLOGY

30. The Conservation of Habitats and Species Regulations (2017) (As amended) and referred to as “the Regulations” hereafter is the statutory instrument that transposes EU Directive 92/43/EEC on the conservation of natural habitats and wild fauna and flora (the habitats directive) into UK law. This directive is the means by which the European Union meets its obligations under the Bern Convention, which is a binding international legal instrument signed in 1979. Under this legislation those most vulnerable and rare international species are protected and are listed under schedule 2 being termed “European Protected Species”.
31. Paragraph 175 of the NPPF notes that ‘when determining planning applications, local planning authorities should apply the following principles:
if significant harm to biodiversity resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or as a last resort, compensated for, then permission should be refused’.
32. At a local level, Policy R2 notes ‘Where the council considers it necessary, in order to protect the natural environment, developers will be required to provide an appropriate ecological assessment report to enable the Council to properly assess and determine the merits or otherwise of the development proposal.’
33. Since the submitted bat surveys conclude that there has been some bat emergence activity and the building provides roosting opportunities for bats, albeit occasional, then under the terms of the Habitats Directive and the Conservation of Habitats and Species Regulations 2017 (as amended), GMEU have confirmed that a licence will be required from Natural England to derogate the terms of this legislation before any work can commence that may disturb bats. Before a licence can be granted three tests must be satisfied. These are:
 - i) That the development is “in the interest of public health and public safety, or for other imperative reasons of overriding public interest, including those of a social or economic nature and beneficial consequence of primary importance for the environment”;
 - ii) That there is “no satisfactory alternative”;
 - iii) That the derogation is “not detrimental to the maintenance of the populations of the species concerned at a favourable conservation status in their natural range”.
34. In terms of the first test, the development will help with the provision of new housing in the Borough which is considered to be a matter of overriding public interest, particularly given the current national need for housing and the fact that the Council only has a 2.4 year housing land supply.
35. In relation to the second test, the alternative would be for the works to the roof to not proceed, but as the building is already in residential use and there is an extant planning permission to alter the roof, this is not considered reasonable.

36. It is considered the third test can be met because the occasional nature of the roost means GMEU are satisfied that the nature conservation of the pipistrelle bat will not be impacted on by the proposed development. Compensatory provision will be straightforward through the provision of bat boxes and bricks. These are required by condition.
37. The application does not include any evidence that nesting birds have been found on site. Notwithstanding, there are shrubs and trees which provide potential nesting opportunities. Additionally, the GMEU conclude the submitted roof space photos indicate birds are at least accessing the roof space. In this regard a condition should be attached restricting the commencement of clearance and shrub/tree removal between 1st March and 31st August in any year unless a detailed bird nesting survey by a suitably experienced ecologist has been carried out.
38. Finally, to contribute to enhancing the natural environment in line with the NPPF it is recommended that bird nesting opportunities be incorporated into the new roof.
39. Having regard for the above it is considered that the potential impacts on bats and birds identified can be satisfactorily mitigated by condition and further enhancement can be achieved. The development is therefore considered to accord with policy R2 of the Core Strategy, the NPPF and The Conservation of Habitats and Species Regulations (2017) (As amended).

OTHER MATTERS

40. Any concerns regarding the building fabric will be covered by building regulations which the developer must adhere to where relevant. As part of this, the removal of any hazardous materials such as asbestos will be the developer/contractor's responsibility.

PLANNING BALANCE AND CONCLUSION

41. The NPPF is a material consideration in planning decisions, and as the Government's expression of planning policy and how this should be applied, it should be given significant weight in the decision making process. As the Council does not have a five year supply of housing land, the tilted balance in Paragraph 11 of the NPPF is engaged, therefore it is necessary to carry out an assessment of whether any adverse impacts of the development would significantly and demonstrably outweigh the benefits.
42. Consideration has been given to all comments received on the proposal, in light of the adopted policies within the Council's Development Plan. The proposed alterations to the existing building and creation of two additional apartments are considered appropriate given its location in an established residential area and also as the proposed two units would add, albeit in a modest way, to the Council's housing land supply.

43. The proposed external alterations are considered to be of an appropriate design and scale and any increase in vehicular movements, would be relatively minor. Coupled to this the site is in a sustainable location with good links to public transport and cycling being a realistic option. Whilst the LHA expressed some concern about the swept path analysis to show how cars can exit the existing garages, but were ultimately satisfied that the scheme was acceptable in this respect. The GMEU do not raise an objection on ecology grounds. Through the implementation of appropriate conditions, the proposal is considered to have an acceptable impact on the building design, amenity of future and existing residents, and highway safety and ecology. As such the proposal is considered to be compliant with Policies L4, L7 and W2 of the Trafford Core Strategy and therefore in accord with the development plan.
44. Having carried out the weighted balancing exercise under Paragraph 11 (d)(ii) of the NPPF, it is considered that the adverse impacts of granting planning permission would not significantly and demonstrably outweigh the benefits of doing so. Indeed the benefits of the scheme are considered to outweigh the adverse impacts identified above. The application is therefore recommended for approval.

RECOMMENDATION:

1. The development must be begun not later than three years beginning with the date of this permission.

Reason: Required to be imposed by Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans: elevations, floor plans, roof plan, site plan and location plan, received by the local planning authority on 10th November 2020

Reason: To clarify the permission, having regard to Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

3. No development involving the use of materials to be used in the construction of the external surfaces of the building hereby permitted (including rainwater goods and joinery details of windows and doors) shall take place until details of the materials have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

Reason: To ensure satisfactory external appearance in the interests of visual amenity, having regard to Policy L7 and R1 of the Trafford Core Strategy and the National Planning Policy Framework.

4. No internal works shall take place until details of the bin stores, which shall include accommodation for separate recycling receptacles for paper, glass and cans in addition to other household waste, have been submitted to and approved in writing by the Local Planning Authority. The approved bin stores shall be completed and made available for use prior to the first occupation of the apartments and shall be retained thereafter.

Reason: To ensure that satisfactory provision is made for refuse and recycling storage facilities at the design stage of the development, having regard to Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

5. The development hereby approved shall not be occupied until the approved car parking and cycle storage scheme has been laid out, constructed and is ready for first use and shall be retained thereafter. The proposed off-street parking spaces shall be clearly marked in accordance with a drawing which shall have been previously approved in writing by the Local Planning Authority.

Reason: To ensure that satisfactory cycle [and motorcycle] parking provision is made in the interests of promoting sustainable development, having regard to Policies L4 and L7 of the Trafford Core Strategy, the Council's adopted Supplementary Planning Document 3: Parking Standards and Design, and the National Planning Policy Framework.

6. No clearance of trees and shrubs in preparation for (or during the course of) development or conversion/demolition works shall take place during the bird nesting season (1st March-31st August inclusive) unless an ecological survey has been submitted to and approved in writing by the Local Planning Authority to establish whether the site is utilised for bird nesting. Should the survey reveal the presence of any nesting species, then no development shall take place during the period specified above unless a mitigation strategy has first been submitted to and approved in writing by the Local Planning Authority which provides for the protection of nesting birds during the period of works on site. The mitigation strategy shall be implemented as approved.

Reason: In order to prevent any habitat disturbance to nesting birds having regard to Policy R2 of the Trafford Core Strategy and the National Planning Policy Framework.

7. The existing garages on site shall be retained and kept available for the parking of motor vehicles at all times.

Reason: To ensure adequate garaging /off street parking provision is retained and thereby avoid the harm to amenity, safety or convenience caused by on street parking, having regard to Policies L4 and L7 of the Trafford Core Strategy, the Council's adopted Supplementary Planning Document 4: A Guide for Designing House Extensions and Alterations and Supplementary Planning Document 3: Parking Standards and Design and the National Planning Policy Framework.

8. No works to the roof shall take place unless and until a scheme identifying opportunities for biodiversity enhancement to be incorporated into the new development have been submitted to and approved by the Local Planning Authority. These should include:

- Bat bricks and/or tubes within the new development
- Bird boxes

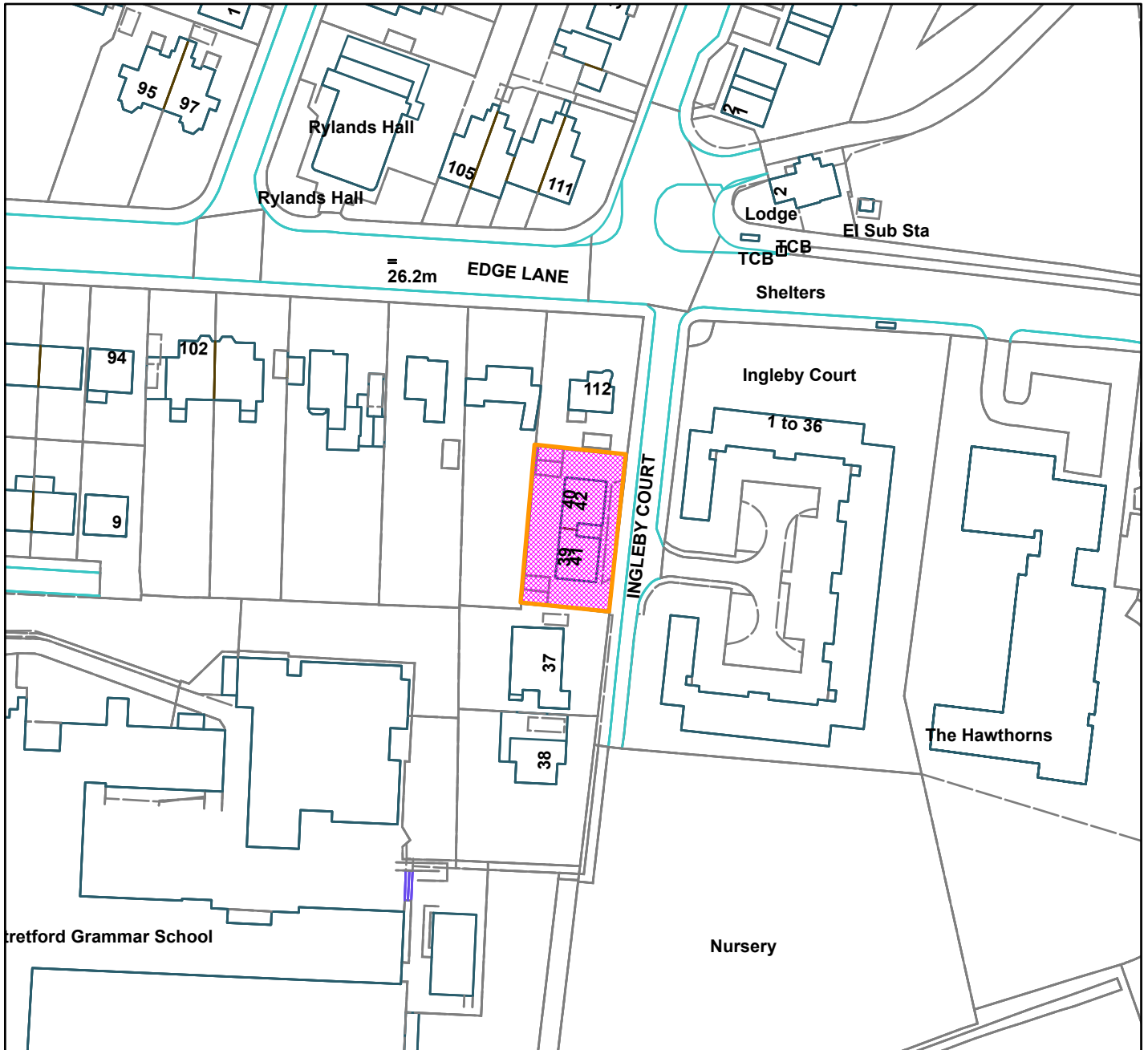
The development shall thereafter be carried out in accordance with the approved details which shall be retained as such thereafter.

Reason: To ensure opportunities for biodiversity enhancement, having regard to the requirements of the NPPF and Policy R2 of the Trafford Core Strategy.

CK



39-42 Ingleby Court, Stretford (site hatched on plan)



Scale: 1:1,250

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Organisation	Trafford Council
Department	Planning Service
Comments	Committee Date 11/02/2021
Date	29/01/2021
MSA Number	100023172 (2016)

WARD: Gorse Hill

102841/HHA/20

DEPARTURE: No

Erection of two storey side extension with external alterations following demolition of existing garage

20 Kendal Road Stretford M32 0DZ

APPLICANT: Mrs Saunders

AGENT: Mr Hole

RECOMMENDATION: REFUSE

The application is reported to the Planning and Development Management Committee due to being called in by Cllr Walsh

SITE

The application site comprises an end terrace two storey property located on the west side of Kendal Road in Stretford. The property is constructed of part brick, part white rendered walls with a hipped tiled roof and white upvc framed window openings.

The site features an attached side garage, rear garden and single storey rear kitchen outrigger. The side garage attaches to the adjacent terrace property to the south, no. 18 Kendal Road.

Neighbouring properties are entirely residential. The neighbouring property, no. 22 to the south forms part of a terrace with a different design character to the terrace that the application property is part of.

Specifically the south terrace (nos. 22 to 40) features ground floor bay windows only, large painted window headers, upper brick banding, smaller windows and darker red brickwork. The north terrace features two storey bay windows, middle brick banding, larger windows, front porches, front hipped roofs over the bays and lighter red brickwork.

PROPOSAL

This application seeks planning permission for the erection of a two storey side extension with external alterations following demolition of the existing garage

Specifically the side extension would project 2.40m with a length of 8.30m. The roof eaves height would be 5.90m to match the existing with a ridge height of 8.70m to match the existing.

There would be a brick soldier course to match the brick course on the existing property. There would be a single window at ground floor and first floor to the front, whilst to the rear there would be double doors to the ground floor and single window to the first floor. Materials are proposed to match the existing property.

External alterations include the removal of the existing rear chimney stack. An existing opening to the side elevation of the single storey rear kitchen outrigger would be blocked up.

Value added:

The total additional internal floor space proposed is approximately 32sqm.

No amended plans were considered possible to overcome Officer's concerns.

DEVELOPMENT PLAN

For the purposes of this application the Development Plan in Trafford comprises:

- The **Trafford Core Strategy** adopted 25th January 2012; The Trafford Core Strategy is the first of Trafford's Local Development Framework (LDF) development plan documents to be adopted by the Council; it partially supersedes the Revised Trafford Unitary Development Plan (UDP), see Appendix 5 of the Core Strategy.
- The **Revised Trafford Unitary Development Plan (UDP)**, adopted 19th June 2006; The majority of the policies contained in the Revised Trafford UDP were saved in either September 2007 or December 2008, in accordance with the Planning and Compulsory Purchase Act 2004 until such time that they are superseded by policies within the (LDF). Appendix 5 of the Trafford Core Strategy provides details as to how the Revised UDP is being replaced by Trafford LDF.

PRINCIPAL RELEVANT CORE STRATEGY POLICIES

L4 – Sustainable Transport and Accessibility

L7 – Design

For the purposes of the determination of this planning application, these policies are considered 'up to date' in NPPF Paragraph 11 terms with the exception of maximum parking standards in L4.

OTHER LOCAL POLICY DOCUMENTS

SPD3 – Parking and Design

SPD4 – A Guide for Designing House Extensions and Alterations

PROPOSALS MAP NOTATION

None to note

PRINCIPAL RELEVANT REVISED UDP POLICIES/PROPOSALS

None

NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

The MHCLG published the National Planning Policy Framework (NPPF) on the 19th February 2019. The NPPF will be referred to as appropriate in the report.

NATIONAL PLANNING PRACTICE GUIDANCE (NPPG)

MHCLG published the National Planning Practice Guidance on the 6th March 2014, and is updated regularly. The NPPG will be referred to as appropriate in the report.

GREATER MANCHESTER SPATIAL FRAMEWORK

The Greater Manchester Spatial Framework is a joint Development Plan Document being produced by each of the ten Greater Manchester districts and, once adopted, will be the overarching development plan for all ten districts, setting the framework for individual district local plans. The first consultation draft of the GMSF was published on 31st October 2016, and a further period of consultation on the revised draft ended on 18th March 2019. The GMSF is not yet at Regulation 19 stage and so will normally be given limited weight as a material consideration. Where it is considered that a different approach should be taken, this will be specifically identified in the report. If the GMSF is not referenced in the report, it is either not relevant, or carries so little weight in this particular case that it can be disregarded

RELEVANT PLANNING HISTORY

101818/HHA/20 - Erection of two storey side extension and alterations to elevations.
Withdrawn 12.11.2020

APPLICANT'S SUBMISSION

Application Form

CIL Form

Design + Access Statement

Existing plans / elevations

Proposed plans / elevations

CONSULTATIONS

None

REPRESENTATIONS

The application was advertised through notification letters sent to immediate neighbours. Letters of support were received from nos. 18 and 22 Kendal Road (the properties either side):

- *Already an adjoining garage between our properties which is not fit for purpose*
- *Proposal will be sympathetic and of benefit to both properties*
- *Have no objections and don't think any neighbours will object*

An email of support and call in request for approval was received from Cllr Walsh:

- *I understand officers have taken a view that that the application would be harmful to the street scene. I don't believe this is the case and would like to call this application in to planning committee.*

OBSERVATIONS

PRINCIPLE OF DEVELOPMENT

1. The proposal is for an extension and external alterations to an existing residential property, within a predominantly residential area. Such works are generally considered acceptable in principle, subject to addressing certain material considerations. The materials considerations in this application are the design and appearance of the development, its impact on residential amenity, and the level of parking provision.

DESIGN AND APPEARANCE

2. Policy L7: Design from the Core Strategy states that:
3. *L7.1 "In relation to matters of design, development must:*
 - *Be appropriate in its context;*
 - *Make best use of opportunities to improve the character and quality of an area;*
 - *Enhance the street scene or character of the area by appropriately addressing scale, density, height, massing, layout, elevation treatment, materials, hard and soft landscaping works, boundary treatment".*
4. The two storey side extension would be built in brick with a pitched roof. A decorative soldier course would follow through from the existing property between the ground and first floor window openings. The proportions of the first floor window opening would match the window opening in the existing property on the other side of the bay window, above the door. However, because the extension joins the two terraces it would also be read in the street scene as a direct addition to no. 22, and because there are no bay windows in the first floor of the terrace that contains no. 22, the window at first floor appears out of proportion as it neither reflects the bay window to the right or the casement window to the left. Additionally, the eaves levels of the terraces are at a different

height (the extension being lower than no. 22) and there is a decorative dentil course under the eaves of no. 22 which would not be replicated on the extension. The ground floor window of the extension bears no relationship to the proportions of the windows of either the application property or no. 22. The gap between the two terraces is too narrow to effectively design an extension which would replicate either of the terraces.

5. It is also intended to brick bond the front elevation of the extension flush to the front elevations of the terraces to either side. The terraces are not built in the same brick and therefore it will not be possible to match both, and probably not either given the age of the properties. In other circumstances this is normally mitigated by matching the bricks on the application property as closely as possible and setting the elevation back at least a brick width, but that is not proposed here, and would not be effective because of the different brick on the adjacent terrace. With no set back on the front elevation this means there would be a clear join in different bricks where they are keyed into each other. Joining two terraces of different character and not effectively replicating either inevitably leads to a design approach which appears muddled and incongruous.
6. The siting of the side extension, between the applicant property and no. 22 to the south would join the two terraces together and remove an important visual gap in the street scene, which separates and defines the two terraces. The existing first floor gap provides an important break in the street scene between the two terraces of notably different character and facilitates the transition. The removal of this gap would be detrimental to the character of the area and the extension would appear as an incongruous addition
7. Whilst there is an existing single storey side garage, this does not affect existing longer range views of the terraces which are important when approaching from further away and given the design and scale of the garage a clear visual separation is maintained between the two terraces.
8. In summary for these reasons the proposal is considered to be inappropriate in its context and would fail to provide a satisfactory design and appearance, against the requirements of Policy L7 Design and SPD4.

RESIDENTIAL AMENITY

9. This section considers the potential amenity impact of the proposal upon adjacent residential properties.
10. Policy L7; Design also states that:

11. *L7.3 “In relation to matters of amenity protection, development must:*
- Be compatible with the surrounding area; and*
 - Not prejudice the amenity of the future occupiers of the development and/or occupants of adjacent properties by reason of overbearing, overshadowing, overlooking, visual intrusion, noise and/or disturbance, odour or in any other way”.*

Impact upon no. 18 Kendal Road

12. This is the adjoining terraced property to the side to the north.
13. The side extension would not be visible from the front or rear elevations of this property. Given the siting of the proposed extension it is not considered to have any overbearing impact, unreasonable visual intrusion, loss of light or privacy for this property. Similarly the external alterations (removal of existing rear chimney and blocking up of a rear side door) would not have any amenity impact.

Impact upon no. 22 Kendal Road

14. This is the adjoining terraced property to the side to the south.
15. The side extension would be level with the front elevation of this property. It is not considered to have any overbearing impact, unreasonable visual intrusion, loss of light or privacy for this property. Similarly the external alterations (removal of existing rear chimney and blocking up of a rear side door) would not have any amenity impact.
16. The proposed external alterations and new rear window openings would be on the same plane as existing window openings. There is not considered to be any overbearing impact, unreasonable visual intrusion, loss of light or privacy for this property.

Impact upon nos. 15 and 17 Bowness Street

17. These are the properties to the rear, from which the side extension would be visible. The side extension would be level with the existing rear elevation. There is not considered to be any overbearing impact, unreasonable visual intrusion, loss of light or privacy for this property.

Impact upon nos. 13 to 17 Kendal Road

18. These are the neighbouring properties to the front, separated by Kendal Road and a grass verge with Trees.
19. The side extension whilst considered inappropriate within the general street scene is not considered to have any specific amenity impact upon these properties. It would be level with the existing front elevation and would maintain the existing 25m facing distance to the east.
20. In summary the proposal would have an acceptable amenity impact upon neighbouring properties and in this regard the proposal would comply with Policy L7.3.

PARKING

21. The existing garage is too small at 2m in width to be used as a car parking space and as such no car parking space would be lost. The proposal would increase the number of bedrooms within the property from 3no. to 4no. There are no on street parking restrictions on Kendal Road and it is considered reasonable that an extra parking demand for the property could take place to the front on street, as neighbours also do.

DEVELOPER CONTRIBUTIONS

22. The total additional floor space proposed is approximately 32sqm, which at less than 100sqm and self-build is not subject to the Community Infrastructure Levy (CIL).

PLANNING BALANCE AND CONCLUSION

23. The proposed development is considered to provide a poor design and appearance by joining two terraces of notably different character together. The proposal would result in an incongruous addition within the street scene to the detriment to the character of the existing property, the adjoining property no. 22 and the general character of the local area. The application therefore fails to comply with Policy L7 Design, SPD4 and the provisions of the NPPF. It is contrary to the development plan and is recommended for refusal.

RECOMMENDATION: REFUSE

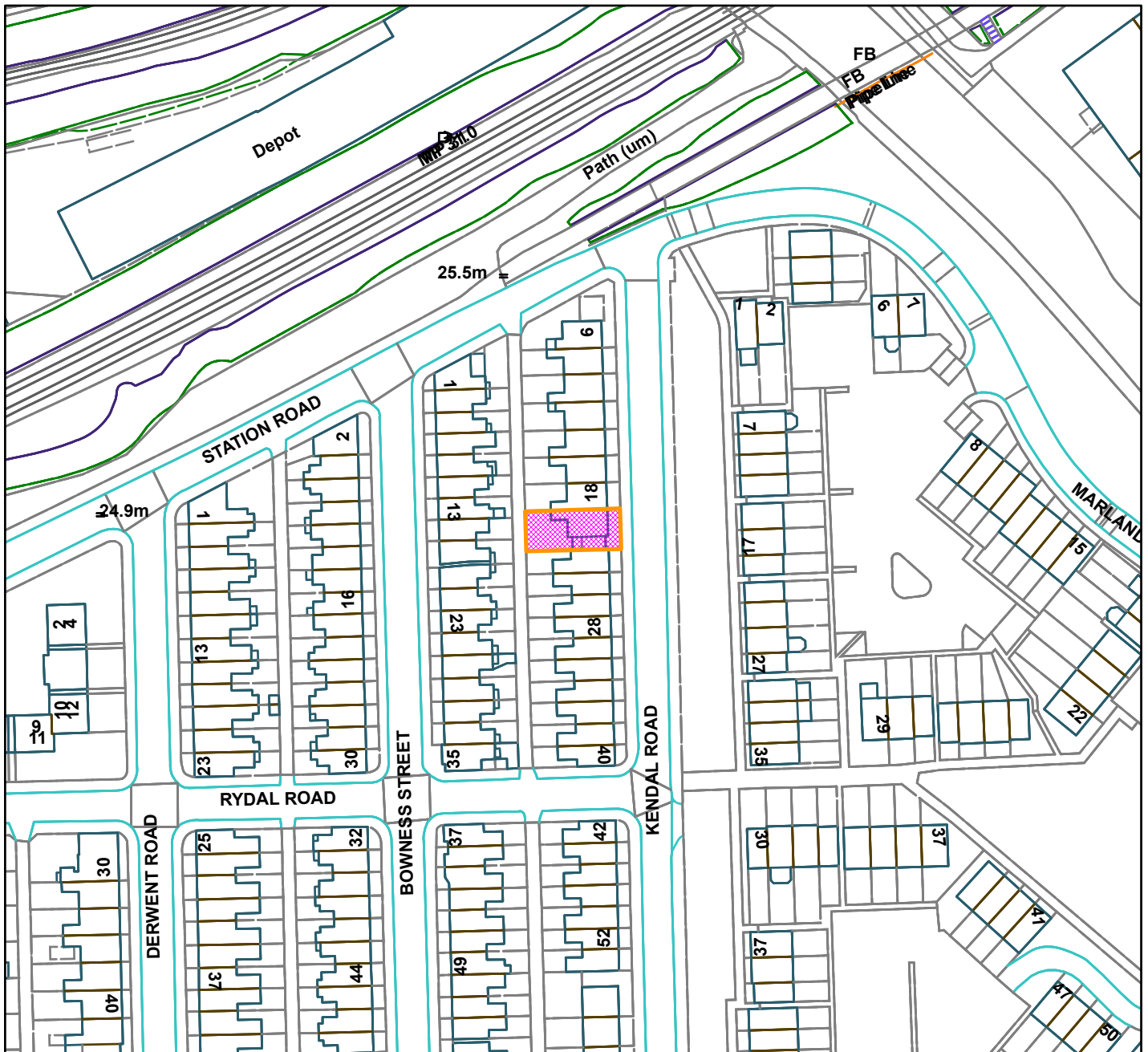
Reason:

1. The proposed two storey side extension, by reason of joining two terraces of different character together, in a design which does not properly and effectively reflect either would detrimentally affect the rhythm and space of the street scene and result in a visually intrusive, incongruous feature which would be harmful to the existing property, the adjacent terrace at no. 22 and the general character of the local area. The application therefore fails to comply with Policy L7 of the adopted Core Strategy, the Council's adopted Supplementary Planning Document 4, and the provisions of the NPPF.

GEN



20 Kendal Road, Stretford (site hatched on plan)



Scale: 1:1,250

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Organisation	Trafford Council
Department	Planning Service
Comments	Committee Date 11/02/2021
Date	29/01/2021
MSA Number	100023172 (2016)

WARD: Bucklow St Martins **103042/VAR/21**

DEPARTURE: No

Application for removal of condition 11 (requiring demolition of 75 existing residential units within Your Housing Groups stock within Partington prior to first occupation of any units approved) of planning permission 97897/FUL/19 (Erection of 75 affordable dwellings and ancillary infrastructure including new main site access off Oak Road) and replacement with a s106 legal agreement allowing for the option of either a financial contribution to the Carrington Relief Road or demolition of existing residential units in Your Housing Group's stock in the Partington ward or a combination of both, prior to any new build units first being occupied at this site.

Land North Of Oak Road And West Of Warburton Lane, Partington

APPLICANT: Your Housing Group Limited

AGENT: Your Housing Group Limited

RECOMMENDATION: MINDED TO GRANT SUBJECT TO LEGAL AGREEMENT

The application is being presented to Planning and Development Management Committee at the discretion of the Head of Planning.

SITE

The application relates to a 1.95 ha irregularly shaped site at the junction of Oak Road and Warburton Lane in Partington. The site currently comprises a mix of hardstanding (mainly in the southwestern corner) and vegetation with trees predominantly around the site margins. The site has recently been used for grazing horses. The areas of hardstanding on the site reflect the location of former buildings on the site which comprised The Red Brook Public House in the southwestern corner and Orton Brook Primary School, which closed in 2002, to the east of the public house site. There were also flats (65 - 95 Tulip Road) in the north-western corner of the site which have been demolished and the ground re-seeded.

The site is bounded to the south by Oak Road and there is a grass verge with street trees adjacent to the pavement. There are two existing vehicular accesses to the site off Oak Road which formerly served the Public House and School. The site of the former pub is enclosed by security hoardings. On the opposite side of Oak Road are two storey terraced and semi-detached residential properties. To the east the site is bounded by Warburton Lane with a relatively wide grass verge with planted beds. The land level on site is higher than the adjacent footpath at the southern corner. Beyond Warburton Lane to the East are detached houses on Brook Farm Close which are sited around a small triangular tree covered piece of land.

To the North the site is bounded by two storey maisonettes at 29-63 (odds) Tulip Road and the side boundary of 64, Warburton Lane, a semi-detached house. A short section of the Northern site boundary directly abuts the pavement and verge on Tulip Road. The north-western site boundary adjoins a footpath running to the east of two storey terraced houses on Rutland Road and the side garden of No. 9 Rutland Road. In the south-western corner, it adjoins Partington Family Centre which is currently occupied by Little Oaks Day Nursery.

The character of the area is predominantly residential although there is a parade of commercial units to the west beyond the nursery building and areas of public open space around the Red Brook Wildlife Trail to the south

PROPOSAL

Planning permission 97897/FUL/19 was granted by the Planning and Development Management Committee in March 2020 for the erection of 75 affordable dwellings and ancillary infrastructure including new main site access off Oak Road.

The applicant Your Housing Group is now applying to vary the previous permission to remove condition 11 which required them to demolish 75 of their existing residential units within their wider stock within Partington prior to first occupation of any of the new units approved. This was attached to ensure no unacceptable impacts on the operation of the local highway network as a result of the additional traffic generated by the planning permission.

The application seeks to replace the deleted condition 11 with a section 106 legal agreement that would allow for the option of either a financial contribution to the Carrington Relief Road or demolition of existing residential units in Your Housing Group's stock in the Partington ward or a combination of both, prior to any new build units first being occupied at this site.

The site notice expires on 15 February 2021. In the interests of expediency, if Members are minded to grant this application they are requested to delegate approval of this application to the Head of Planning and Development following the expiry of that site notice if no further representations are received which raise issues not already reported to Members (either in this main report or in the Additional Information Report). In any event, as the grant of planning permission is subject to a S106 agreement, there is no real prospect of the decision notice being issued prior to that date.

DEVELOPMENT PLAN

For the purposes of this application the Development Plan in Trafford comprises:

- The **Trafford Core Strategy**, adopted 25th January 2012; The Trafford Core Strategy is the first of Trafford's Local Development Framework (LDF) development plan documents to be adopted by the Council; it partially

supersedes the Revised Trafford Unitary Development Plan (UDP), see Appendix 5 of the Core Strategy.

- The **Revised Trafford Unitary Development Plan** (UDP), adopted 19th June 2006; The majority of the policies contained in the Revised Trafford UDP were saved in either September 2007 or December 2008, in accordance with the Planning and Compulsory Purchase Act 2004 until such time that they are superseded by policies within the (LDF). Appendix 5 of the Trafford Core Strategy provides details as to how the Revised UDP is being replaced by Trafford LDF.

PRINCIPAL RELEVANT CORE STRATEGY POLICIES

L1 - Land for New Houses
L2 - Meeting Housing Needs
L3 – Regeneration and Reducing Inequalities
L4 – Sustainable Transport and Accessibility
L5 – Climate Change
L7 – Design
L8 – Planning Obligations
R1 – Historic Environment
R2 – Natural Environment
R3 – Green Infrastructure
R5 – Open Space, Sport and Recreation

PROPOSALS MAP NOTATION

Partington Priority Area for Regeneration
Other Strategic Routes

PRINCIPAL RELEVANT REVISED UDP POLICIES/PROPOSALS

None

SUPPLEMENTARY PLANNING GUIDANCE/DOCUMENTS

Revised SPD1: Planning Obligations (2014)

GREATER MANCHESTER SPATIAL FRAMEWORK

The Greater Manchester Spatial Framework is a joint Development Plan Document being produced by nine of the Greater Manchester districts and, once adopted, will be the overarching development plan for these districts, setting the framework for individual district local plans. The first consultation draft of the GMSF was published on 31st October 2016, and a further period of consultation on the revised draft ended on 18th March 2019. The GMSF is not yet at Regulation 19 stage and so will normally be given limited weight as a material consideration. Where it is considered that a different approach should be taken, this will be specifically identified in the report. If the GMSF is not referenced in the report, it is either not relevant, or carries so little weight in this particular case that it can be disregarded.

NATIONAL PLANNING POLICY FRAMEWORK (NPPF)

The DCLG published the National Planning Policy Framework (NPPF) in 19 February 2019. The NPPF will be referred to as appropriate in the report.

NATIONAL PLANNING PRACTICE GUIDANCE (NPPG)

DCLG published the National Planning Practice Guidance on 6 March 2014, and was updated on 31st December 2020. The NPPG will be referred to as appropriate in the report.

RELEVANT PLANNING HISTORY

97897/FUL/19 - Erection of 75 affordable dwellings and ancillary infrastructure including new main site access off Oak Road – Approved 06.03.2020

APPLICANT'S SUBMISSION

The applicant has submitted a brief statement setting out the reasons for the submission of this variation application, summarised as follows:

The applicant, Your Housing Group has submitted the application in order to have greater certainty and flexibility than the condition wording currently provides. Your Housing Group is considering and working towards the demolition of some of its housing stock in the area, however the timing and the extent of this demolition work is not yet fully defined.

Furthermore, there is a need to commence a start on site at Oak Road in the early part of this year to ensure Homes England grant funding will be utilised as forecast. Your Housing Group does not wish to implement the current planning permission and begin construction on site without having greater certainty regarding the ability to occupy the 75 new properties that are to be built at Oak Road.

The application therefore proposes that condition 11 be removed and replaced with a suitably worded s.106 legal agreement. The proposed s.106 agreement would allow for either a financial contribution on a per unit basis up to 75 units, or a part contribution and part demolition on a per unit basis up to 75 units, or the demolition of 75 units in Your Housing Group's stock in Partington. The principle of paying a financial contribution in lieu of a Grampian condition restricting development is the mechanism that is being used by other applicants who wish to develop out schemes in the local Partington area.

Hence the proposed agreement would allow Your Housing Group to continue to work up its strategic demolition proposals in the area, but should they not be concluded in time for the occupancy of the newly built 75 properties at the Oak Road development, Your

Housing Group would be able to make a financial contribution instead, thus ensuring the newly built properties can be occupied in a timely fashion.

CONSULTATIONS

Local Highway Authority – No objections in principle on highway grounds to the proposals. The LHA's preference would be for a contribution to the Carrington Relief Road.

REPRESENTATIONS

Neighbours: 2 objections have been received. Grounds of objection summarised as follows:

- Only main road in Partington is gridlocked daily during rush hour. Hundreds more houses are planned with no real plan for improvement except sending traffic via a different route which then re-joins the same road further down.
- Not appropriate to use S106 funding from this development to fund the construction of a new road that does not directly benefit those who live and work in Partington. It may reduce congestion outside the town and improve access to Partington but there are more valuable projects that could directly benefit residents.
- Housing is welcome here, but there is no reason why anyone should be driving to and from these houses.
- How can Trafford Council act on their declaration of a climate emergency, while allowing a driving-focused development like this to be built?
- Perfect opportunity for the council to create an active neighbourhood for people who prefer walking and cycling

- Loss of greenspace, trees and wildlife habitats.
- Detrimental impact on air quality
- So called "affordable" homes are out of the price range of many people in the area.
- Lack of decent amenities, infrastructure and services nearby.
- Think about local residents. Your housing should be spending on repairs for their existing property.

OBSERVATIONS

BACKGROUND

1. Planning application Ref. 97897/FUL/19 for the erection of 75 affordable homes was previously considered at the Planning and Development Management Committee in March 2020, where the Committee resolved to grant planning permission subject to conditions, in accordance with officer recommendation.

Work on site has not yet commenced and the permission has not yet been implemented although it is extant.

2. One of the conditions attached to that permission (No. 11) stated the following:

No residential unit hereby permitted shall be occupied unless and until the demolition of 75 existing residential units within Your Housing Group's stock within Partington has taken place, and that the Local Planning Authority have been able to confirm in writing that demolition has taken place through the submission and approval by the Local Planning Authority of a plan which identifies those units.

3. This was considered necessary to ensure that the highway impacts of the additional traffic generated by the development were appropriately mitigated. The current application seeks to remove this condition and replace it with a suitably worded section 106 legal agreement. This is considered in more detail below.

ISSUES FOR CONSIDERATION

4. With a section 73 application, regard should be had to any material changes to the site or the surrounding area and any changes to planning policy since the original application was considered. In this case, there are not any relevant changes to the site or its surroundings, nor to adopted planning policy since the original application was determined, although since that time two reports relating to 'Developer Contributions towards the Carrington Relief Road' have been before the Planning and Development Management Committee (more details on this are set out below). While the comments of the objectors are noted, the previously approved plans for the development also remain unchanged and as indicated above, the previous permission is extant.
5. The primary issue for consideration is therefore whether the impact of the variation to the approved development would have an acceptable impact on the local road network. The need for new highways infrastructure (i.e. the Carrington Relief Road) to improve the accessibility and sustainability of Carrington and Partington as locations for new development, as well as reducing congestion on the existing highway network, and directly mitigating traffic impacts of development, is also relevant.

POLICY

6. Section 38(6) of the Planning and Compulsory Purchase Act 2004 states that planning applications should be determined in accordance with the development plan unless material considerations indicate otherwise. The NPPF at Paragraphs 2 and 47 reinforces this requirement and at Paragraph 12 states that the presumption in favour of sustainable development does not change the statutory status of the development plan as a starting point for decision making, and that

where a planning application conflicts with an up-to-date (emphasis added) development plan, permission should not normally be granted.

7. The Council's Core Strategy was adopted in January 2012, prior to the publication of the 2012 NPPF, but drafted to be in compliance with it. It remains broadly compliant with much of the policy in the 2019 NPPF, particularly where that policy is not substantially changed from the 2012 version. The NPPF is a material consideration in planning decisions.
8. Paragraph 11 (c) of the NPPF states that development proposals that accord with an up-to-date development plan should be approved without delay. Policies relating to highways impacts are considered to be most important for determining this application. These policies are considered to be up-to-date insofar as they relate to the current application and as such, accordance with these policies indicates that the development should be approved 'without delay'.

HIGHWAYS IMPACTS

9. Paragraph 109 of the NPPF states that 'Development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe'.
10. Policy L4.7 states that 'The Council will not grant planning permission for new development that is likely to have a significant adverse impact on the safe and efficient operation of the Strategic Road Network, and the Primary and Local Highway Authority Network unless and until appropriate transport infrastructure improvements and/or traffic mitigation measures and the programme for the implementation are secured.'
11. The Core Strategy notes in the Spatial Profile for Partington that access to the Regional Centre and Trafford's four town centres is very poor because of a single road – the A6144 – that links Partington to the M60 and Manchester in the north, and to Warrington in the south and identifies one of the key issues facing Partington is the need to reduce its physical isolation through the delivery of improved transport links. Existing traffic problems are attributed to the volume of traffic using the road (through traffic and to a lesser extent local traffic), the lack of alternative routes, junction constraints and capacity issues on the M60.
12. The need for improved road and public transport infrastructure in Partington and Carrington to accommodate the significant future development proposed in this location is set out in the following policies of the Core Strategy: -
13. Policy L3.4 states in relation to Partington as a Priority Regeneration Area, that *"Development will be required to contribute to the improvement of the public transport infrastructure to mitigate against the impact of the development on the*

highway network and to address the deficiencies in the existing public transport provision”.

14. Policy L4.1(c) states that the Council will promote integrated transportation axes... with a particular objective of improving accessibility for communities within the disadvantaged neighbourhoods identified in Policy L3. Policy L4.1(g) goes on to say that the Council will, where appropriate, seek developer contributions towards the provision or improvement of highway and public transport schemes in accordance with the Strategic and Place Objectives of the Core Strategy.
15. Policy L4 of the Core Strategy seeks to ensure that the Strategic, Primary and Local Road Networks are protected and maintained to ensure that they operate in a safe, efficient and environmentally sustainable manner, including securing appropriate infrastructure improvements / mitigation measures at an appropriate time. The Policy states at L4.8 that *“when considering proposals for new development that individually or cumulatively will have a material impact on the functioning of the Strategic Road Network and the Primary and Local Highway Authority Network, the Council will seek to ensure that the safety and free flow of traffic is not prejudiced or compromised by that development in a significant adverse way, either by ensuring that appropriate transport infrastructure improvements and/or traffic mitigation measures and the programme for their implementation is secured, or by securing contributions in accordance with the associated SPD, or by a combination of these means”.*
16. In addition, Paragraph 3.37 of SPD1 states that new growth will put further pressure on roads and transport networks and create demand for strategic and local transport infrastructure and that there is a need for this to be addressed through site specific planning obligations for transport infrastructure. In Paragraph 3.39 it states that planning obligations may be required to address localised impacts, for example relating to congestion, and which will be particularly relevant to larger developments.

Carrington Relief Road

17. The congested nature of the road network (particularly the A6144) in this locality is recognised and is referenced within Policy L3.
18. As major development proposals have come forward in building upon the existing Carrington allocation, and for new development more broadly within the Partington area, the matter of whether the predicted traffic uplift could be accommodated within the existing road network, or whether mitigation would be justified, has been subject to close scrutiny.
19. The Council is currently developing initial proposals for a significant piece of highways infrastructure in Carrington – known locally as the Carrington Relief

Road (CRR). The proposed road is currently at design stage and a planning application for the scheme has not been submitted to date. The scheme will in part comprise the route of the existing A1 road through the former Shell site and land east of Carrington to enable connection to the Carrington Spur and the M60.

20. An approach to securing contributions from developments is set out in the report '*Planning Obligations: Developer Contributions towards the Carrington Relief Road*' presented to the Planning and Development Management Committee on 15 October 2020. The methodology for calculating contributions was subsequently updated in the report '*Update: Planning Obligations: Developer Contributions towards the Carrington Relief Road*' 21st January 2021, following the identification of an arithmetical error. The original report and methodology remains otherwise unchanged.
21. The report '*Planning Obligations: Developer Contributions towards the Carrington Relief Road*' 15 October 2020 set out how developments in the Carrington Strategic Location and wider Partington area will contribute towards the CRR in order to address the current funding gap and make the delivery of the CRR much more certain. Any such contribution would be secured through a S106 agreement.
22. This report sets out a formula for calculating contributions with a figure per residential unit or 100m² of commercial floorspace. This formula will be applied to all major development within the SL5 Carrington allocation and to other windfall sites in Carrington and Partington to give a greater level of certainty in the implementation and delivery of the CRR and the long term, single project to mitigate the impacts of that development.
23. The purpose of the CRR is to improve accessibility and sustainability of the Carrington and Partington area as part of the regeneration of these areas and is not a specific traffic mitigation requirement. The A6144 Manchester Road is operating well above capacity and is subject to severe congestion and significant queueing of traffic at peak times. The CRR will address this capacity issue and also open up large areas of mainly brownfield land for development. Policy L3 identifies Partington as a Priority Regeneration Area which is poorly connected with the rest of Trafford and the Regional Centre. The creation of the CRR will greatly improve connectivity with Partington including improving the range of bus services that can access the area. The deficiencies in the public transport provision in Partington is identified in Policy L3.
24. Policies L4 and L8 of the Core Strategy are the relevant policies to this element of the SPD. In particular, paragraphs L4.1 (a) to (h) set out the criteria to enable sustainable development, which includes the development and maintenance of a sustainable integrated transport network. Paragraph L8.4 also specifically makes reference to the Council seeking contributions towards "*highways infrastructure and sustainable transport schemes including bus, tram, rail, pedestrian and cycle*

schemes". It is considered therefore that the proposal is compliant with Regulation 122 of the Community Infrastructure Levy.

25. The CRR report states that where contributions are secured, planning permissions will be subject to S106 obligations and/or planning conditions which restrict the occupation of all or part of the development until the Council confirms to the developer that it is delivering the CRR. In practice, this delivery trigger will be met at the point the CRR obtains its own planning permission.
26. In the event the Council does not deliver the CRR, there would be a time period in which the Council is able to spend the S106 monies on wider improvements to the Flixton Road junction, including, if necessary, acquiring third party land. Any negative difference between the cost of delivering these improvements and the CRR contribution (equalised between the parties), would be returned to the developer.

Traffic Generation

27. In assessing the earlier application (and when having regard to cumulative impacts), the LHA considered the junction modelling provided and concluded that the residual cumulative impacts would result in a severe impact on the local road network particularly at the Flixton Road Crossroads.
28. Prior to the Planning Committee Meeting in March 2020, the applicant confirmed that they were willing to accept a condition which required the demolition of 75 residential units of existing Your Housing stock in Partington before any occupation of the proposed development took place. Subject to this condition it was concluded that there would be no 'severe' impact arising on the highway network as a result of the proposals. The application was approved on this basis.
29. The applicant has now requested that an alternative, more flexible means of dealing with the cumulative traffic impacts is considered through the use of a section 106 agreement rather than the condition 11 attached to the original approval.
30. Although Your Housing Group has stated that they are considering and still working towards the demolition of some of its housing stock in the area, the timing and extent of this demolition work is not yet fully confirmed. In view of this and the need to commence on site in the early part of this year to ensure Homes England grant funding will be utilised as forecast, this approach would provide greater certainty that the 75 new properties could be occupied once completed.
31. The LHA have raised no objection to the principle of this suggested approach and have indicated that the LHA's preference would be for a contribution to the Carrington Relief Road.

32. It is considered that either the demolition of the existing housing stock or a contribution to the CRR or a combination of both would appropriately mitigate for the concerns previously identified as part of the consideration of 97897/FUL/19 in relation to the otherwise 'severe' impact on local roads. A contribution to the CRR would also assist in its delivery, improving the accessibility of Carrington and Partington, and thereby having wider benefits, in accordance with the Core Strategy Place and Spatial Objectives and Policies L3, SL5, L4 and L8.

DEVELOPER CONTRIBUTIONS

33. This proposal is subject to the Community Infrastructure Levy (CIL) and is located in the cold zone for residential development, consequently private market houses will be liable to a CIL charge rate of £20 per square metre in line with Trafford's CIL charging schedule and revised SPD1: Planning Obligations (2014).
34. However developments that provide affordable housing can apply for relief from paying CIL on those affordable units. Subject to the relevant criteria being met, relief from paying CIL can be granted and the CIL payments will be reduced accordingly.
35. Contributions toward the Carrington Relief Road, to be secured via legal agreement, would be based on £5524 per residential unit as per the *Update: Planning Obligations: Developer Contributions towards the Carrington Relief Road* as presented to the Planning and Development Committee 21 January 2021. This would equate to a maximum contribution of £414,300 should none of the 75 properties elsewhere in YHG's housing stock be demolished in order to facilitate this development.

CONCLUSION AND PLANNING BALANCE

36. It is considered for the foregoing reasons that in terms of traffic generation, the proposed section 106 wording would result in an acceptable impact on the local highway network with reference to Core Strategy Policies L3, L4 and L8 and the NPPF. A contribution to the CRR would also assist in its delivery, improving the accessibility of Carrington and Partington, and thereby having wider benefits, in accordance with the Core Strategy Place and Spatial Objectives and Policies L3, SL5, L4 and L8. The application is in accordance with up to date policies of the development plan.
37. The application is therefore recommended for approval. Given that Permission granted under section 73 takes effect as a new, independent permission, decision notices for the grant of such permissions are required to set out all the conditions imposed on the new permission, and restate any conditions imposed on the original consent that continue to have effect. It is considered that other than the deletion of Condition 11 and the update of the standard time condition to reflect the fact this is a section 73 application, the conditions are unchanged.

RECOMMENDATION: MINDED TO GRANT SUBJECT TO LEGAL AGREEMENT

That Members resolve that they would be **MINDED TO GRANT** planning permission for the development and that the determination of the application hereafter be deferred and delegated to the Head of Planning and Development following the expiry of the site notice on 15 February 2021 as follows:-

- (i) To complete a suitable legal agreement / unilateral undertaking to secure :
 - Either a financial contribution to the Carrington Relief Road equivalent of the 75 new units based on £5524 per residential unit or demolition of 75 existing residential units in Your Housing Group's stock in the Partington ward or a combination of both, up to 75 units, in accordance with the methodology set out in 'Update: Planning Obligations: Developer Contributions towards the Carrington Relief Road' 21st January 2021, prior to any new build units first being occupied at this site.
- (ii) To carry out minor drafting amendments to any planning condition.
- (iii) To have discretion to determine the application appropriately in the circumstances where a S106 agreement has not been completed within three months of the resolution to grant planning permission.
- (iv) That upon satisfactory completion of the above legal agreement that planning permission be **GRANTED** subject to the following conditions (unless amended by (ii) above): -

Conditions

1. The development must be begun not later than 06.03.2023

Reason: Required to be imposed by Section 91 of the Town and Country Planning Act 1990, as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall not be carried out except in complete accordance with the details shown on the submitted plans:
 - 1110_A_DR_000 Rev E - Proposed Masterplan
 - 1110_A_DR_001 Rev D - House Type 2B4P Plans and Elevations
 - 1110_A_DR_003 Rev C - Proposed 3B5P Plans and Elevations
 - 1110_A_DR_004 Rev D - Proposed Maisonettes Plans
 - 1110_A_DR_005 Rev E - Proposed Maisonettes Elevations - Version 1
 - 1110_A_DR_006 Rev D - Boundary Treatment Plan
 - 1110_A_DR_008 Rev B - Proposed 3B5P Plans and Elevations Alternate Eaves Version
 - 1110_A_DR_009 Rev D - Proposed Street Scenes

1110_A_DR_010 Rev B - House Type 3B4P Aspect Plans and Elevations
1110_A_DR_013 Rev A - House Type Maisonette Single Block
1110_A_DR_014 - Proposed Street Scene Two
1110_A_DR_015 - Housetype Identification Plan
1110_B_DR_016 - Proposed Maisonettes Elevations - Version 2
1110_B_DR_017 - Proposed Maisonettes Elevations - Version 3
Oak Road / Entrance Wall detail Rev - Date FEB.20

Reason: To clarify the permission, having regard to Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

3. The residential units hereby permitted shall only be used for the purposes of providing affordable housing (as defined by the NPPF Annex 2, or any subsequent amendment thereof) to be occupied by households or individuals in housing need and shall not be offered for sale or rent on the open market. Fifty affordable units shall only be used for shared ownership and twenty five affordable units shall only be used for affordable rent. Any affordable housing units provided for affordable rent shall only be occupied by individuals from within the boundaries of Trafford Borough in housing need and Trafford Borough Council shall be given at least 75% nomination rights. Provided that this planning condition shall not apply to the part of the property over which:- (i) a tenant has exercised the right to acquire, right to buy or any similar statutory provision and for the avoidance of doubt once such right to acquire or right to buy has been exercised, the proprietor of the property, mortgagee and subsequent proprietors and their mortgagees shall be permitted to sell or rent the property on the open market; (ii) a leaseholder of a shared ownership property has staircased to 100% and for the avoidance of doubt once such staircasing has taken place the proprietor of the property, mortgagee and subsequent proprietors and their mortgagees shall be permitted to sell or rent the property on the open market.

Reason: To comply with Policies L1, L2 and L8 of the Trafford Core Strategy and the Council's adopted Supplementary Planning Document 1: Planning Obligations and the National Planning Policy Framework.

4. Notwithstanding any description of materials in the application, no above-ground construction works shall take place until samples and full specifications of all materials to be used externally on all part of the building hereby approved have been submitted to and approved in writing by the Local Planning Authority. The specifications shall include the type, colour and texture of the materials. The samples shall include constructed panels of all proposed brickwork illustrating the type of joint, the type of bonding and the colour of the mortar to be used, with these panels available on site for inspection, and retained for the duration of the build. Development shall be carried out in accordance with the approved details.

Reason: In order to ensure a satisfactory appearance in the interests of visual amenity having regard to Policy L7 of the Trafford Core Strategy and the requirements of the National Planning Policy Framework.

5. No above-ground construction works shall take place unless and until a detailed façade schedule for all elevations of the building has first been submitted to and approved in writing by the local planning authority. The schedule shall be provided in tabulated form with cross referencing to submitted drawings, include the provision of further additional drawings and the building of sample panels on site as necessary and shall include:
 - (i) All brickwork detailing
 - (ii) All fenestration details and recesses
 - (iii) The means of dealing with rainwater and any necessary rainwater goods that may be visible on the external façade of the building
 - (iv) siting of any external façade structures such as meter boxes

Development shall proceed in accordance with the approved detailed façade schedule.

Reason: In the interests of visual amenity and in protecting the original design intent and quality of the proposed development, having regard to Core Strategy Policy L7 and the National Planning Policy Framework

6.
 - a) Notwithstanding the details shown on the approved plans, the development hereby permitted shall not be occupied until full details of both hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority. The details shall include the formation of any banks, terraces or other earthworks, hard surfaced areas and materials, planting plans, specifications and schedules (including planting size, species and numbers/densities), existing plants / trees to be retained and a scheme for the timing / phasing of implementation works.
 - (b) The landscaping works shall be carried out in accordance with the approved scheme for timing / phasing of implementation or within the next planting season following final occupation of the development hereby permitted, whichever is the sooner.
 - (c) Any trees or shrubs planted or retained in accordance with this condition which are removed, uprooted, destroyed, die or become severely damaged or become seriously diseased within 5 years of planting shall be replaced within the next planting season by trees or shrubs of similar size and species to those originally required to be planted.

Reason: To ensure that the site is satisfactorily landscaped having regard to its location, the nature of the proposed development and having regard to Policies L7, R2 and R3 of the Trafford Core Strategy and the National Planning Policy Framework.

7. The development hereby approved shall not be occupied until a schedule of landscape maintenance for a minimum period of 5 years has been submitted to and approved in writing by the Local Planning Authority. The schedule shall include details of the arrangements for its implementation. Development shall be carried out in accordance with the approved schedule.

Reason: To ensure that the site is satisfactorily landscaped having regard to its location, the nature of the proposed development and having regard to Policies L7, R2 and R3 of the Trafford Core Strategy and the National Planning Policy Framework.

8. No development or works of site preparation shall take place until all trees that are to be retained within or adjacent to the site as identified on drawing ref. TPP/4095/Y/300 'Tree Removal and Retention' and the method statement contained within the Arboricultural Report dated February 2020 by ACS Consulting have been protected in accordance with the tree protection measures set out in the method statement. The protection measures shall be retained throughout the period of construction and no activity prohibited by the method statement shall take place within the exclusion zones / root protection areas identified on drawing ref. TPP/4095/Y/300 'Tree Removal and Retention'.

Reason: In order to protect the existing trees on the site in the interests of the amenities of the area having regard to Policies L7, R2 and R3 of the Trafford Core Strategy and the National Planning Policy Framework. The fencing is required prior to development taking place on site as any works undertaken beforehand, including preliminary works, can damage the trees.

9. The development hereby permitted shall not be brought into use until the means of access and the areas for the movement, loading, unloading and parking of vehicles have been provided, constructed and surfaced in complete accordance with the plans hereby approved.

Reason: To ensure that satisfactory provision is made within the site for the accommodation of vehicles attracted to or generated by the proposed development, having regard to Policies L4 and L7 of the Trafford Core Strategy and the National Planning Policy Framework.

10. No dwellings shall be occupied unless and until a scheme for secure cycle storage has first been submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented before the development is brought into use and shall be retained at all times thereafter.

Reason: To ensure that satisfactory cycle parking provision is made in the interests of promoting sustainable development, having regard to Policies L4 and L7 of the Trafford Core Strategy, the Council's adopted Supplementary Planning

Document 3: Parking Standards and Design and the National Planning Policy Framework.

11. Before the development hereby approved is first brought into use the existing redundant vehicular crossings from Oak Road shall have been permanently closed and reinstated in accordance with details which shall have been submitted to and approved in writing by the Local Planning Authority.

Reason: In the interests of highway safety and visual amenity having regard to Policies L4 and L7 of the Trafford Core Strategy and the National Planning Policy Framework.

12. Prior to the development being brought into use a full Travel Plan, which shall include measurable targets for reducing car travel, shall be submitted to and approved in writing by the local planning authority. On or before the first occupation of the development the Travel Plan shall be implemented and thereafter shall continue to be implemented throughout a period of ten years commencing on the date of this first occupation.

Reason: To reduce car travel to and from the site in the interests of sustainability and highway safety, having regard to Policy L4 and Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

13. Other than the demolition of buildings and structures down to ground level, and site clearance works, including tree felling, no development shall take place until an investigation and risk assessment in relation to contamination on site (in addition to any assessment provided with the planning application) has been submitted to and approved in writing by the Local Planning Authority. The assessment shall investigate the nature and extent of any contamination on the site (whether or not it originates on the site). The assessment shall be undertaken by competent persons and a written report of the findings submitted to and approved in writing by the Local Planning Authority before any development takes place other than the excluded works listed above. The submitted report shall include:
 - i) a survey of the extent, scale and nature of contamination
 - ii) an assessment of the potential risks to human health, property (existing or proposed) including buildings, crops, livestock, pets, woodland, and service lines and pipes, adjoining land, ground waters and surface waters, ecological systems, archaeological sites and ancient monuments;
 - iii) where unacceptable risks are identified, an appraisal of remedial options and proposal of the preferred option(s) to form a remediation strategy for the site.
 - iv) a remediation strategy giving full details of the remediation measures required and how they are to be undertaken
 - v) a verification plan providing details of the data that will be collected in order to demonstrate that the works set out in the remediation strategy are

complete and identifying any requirements for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action.

The development shall thereafter be carried out in full accordance with the approved remediation strategy before the first occupation of the development hereby approved.

Reason: To prevent pollution of the water environment and to ensure the safe development of the site in the interests of the health of future occupiers in accordance with Policies L5 and L7 of the Trafford Core Strategy and the National Planning Policy Framework. The assessment is required prior to development taking place on site to mitigate risks to site operatives.

14. The development hereby permitted shall not be occupied until a verification report demonstrating completion of works set out in the approved remediation strategy and the effectiveness of the remediation has been submitted to and approved in writing by the Local Planning Authority. The report shall include results of sampling and monitoring carried out in accordance with the approved verification plan to demonstrate that the site remediation criteria have been met. It shall also include any plan, where required (a "long-term monitoring and maintenance plan") for longer-term monitoring of pollutant linkages, maintenance and arrangements for contingency action, as identified in the verification plan. The long-term monitoring and maintenance plan shall be implemented as approved.

Reason: To prevent pollution of the water environment and to ensure the safe development of the site in the interests of the health of future occupiers in accordance with Policies L5 and L7 of the Trafford Core Strategy and the National Planning Policy Framework.

15. Other than the demolition of buildings and structures down to ground level, and site clearance works, including tree felling, no development shall take place until such time as a detailed scheme to improve the existing surface water drainage system has been submitted to, and approved in writing by, the Local Planning Authority.

The detailed scheme shall be in accordance with the outline details provided in the Flood Risk Assessment and Drainage Strategy (Ref: 30380/SRG /April 2019 / Ironside Farrar Ltd) and the accompanying proposed drainage layout (Dwg No: 30380/100 Rev. A).

- o The proposed scheme must investigate the drainage hierarchy at detailed design stage to include BRE365 testing. If infiltration is not possible then;
- o Surface water discharge must be no more than 35 l/s.
- o A minimum of 730m³ attenuation storage must be provided.

Reason: To prevent flooding by ensuring the satisfactory storage of/disposal of surface water from the site having regard to Policy L5 and Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

16. The site shall be drained via separate systems for the disposal of foul and surface water.

Reason: To secure a satisfactory system of drainage and to prevent pollution of the water environment, having regard to Policy L5 and Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

17. Immediately prior to the felling of the tree identified as 'T2' in the 'Aerial Tree Inspection for Bats' summary ref. UES02632/02 dated 17th September 2019, the tree shall be inspected by a suitably qualified bat ecologist for the presence of bats. If any bats or signs of bats are recorded work must cease immediately and further advice sought from a licensed bat ecologist.

Reason: In order to protect any bats that may be present on the site having regard to Policy R2 of the Trafford Core Strategy and the National Planning Policy Framework.

18. No clearance of trees and shrubs in preparation for (or during the course of) development shall take place during the bird nesting season (March-August inclusive) unless an ecological survey has been submitted to and approved in writing by the local planning authority to establish whether the site is utilised for bird nesting. Should the survey reveal the presence of any nesting species, then no clearance shall take place during the period specified above unless a mitigation strategy has first been submitted to and approved in writing by the local planning authority which provides for the protection of nesting birds during the period of works on site. The mitigation strategy shall be implemented as approved.

Reason: In order to prevent any habitat disturbance to nesting birds having regard to Policy R2 of the Trafford Core Strategy and the National Planning Policy Framework.

19. Prior to any above ground construction work first taking place, a scheme detailing the Biodiversity Enhancement Measures proposed on the site which shall include bat bricks, bat slates and/or tubes and bird boxes shall be submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented prior to first occupation of the development (or in accordance with a phasing plan which shall first be agreed in writing with the local planning authority) and shall be retained thereafter.

Reason: In order to protect and enhance the ecology of the site and to mitigate any potential loss of habitat having regard to Policy R2 of the Trafford Core Strategy and the National Planning Policy Framework.

20. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any Order revoking and re-enacting that Order with or without modification)
- (i) no external alterations shall be carried out to the dwellings
 - (ii) no extensions shall be carried out to the dwellings
 - (iii) no outbuildings (including garages or carports) shall be erected within the curtilage of the dwellings
 - (iv) no vehicle standing space or other areas of hardstanding shall be provided within the curtilage of the dwellings
 - (v) no buildings, gates, wall fences or other structures shall be erected within the curtilage of the dwellings
 - (vi) no means of access shall be constructed to the curtilage of the dwellings
 - (vii) no windows or dormer windows shall be added to the dwellings

other than those expressly authorised by this permission, unless planning permission for such development has been granted by the Local Planning Authority.

Reason: To protect the residential and visual amenities of the area, having regard to Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

21. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any equivalent Order following the amendment, re-enactment or revocation thereof) upon first installation the first floor windows in the side elevations of the plots listed below shall be fitted with, to a height of no less than 1.7m above finished floor level, non-opening lights and textured glass which obscuration level is no less than Level 3 of the Pilkington Glass scale (or equivalent) and retained as such thereafter.

Plots 13, 25, 30, 36-37, 42-43, 52-53, 66, 69, 70

Reason: In the interest of amenity having regard to Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

22. The development hereby approved shall not be occupied or brought into use until full details of the provision of at least one electric vehicle (EV) charge point (minimum 7kWh) for every residential dwelling with dedicated parking or one electric vehicle (EV) charge point (minimum 7kWh) for every 10 car parking spaces for unallocated parking has been submitted to and approved in writing by the Local Planning Authority. The EV charging facilities shall thereafter be

installed in accordance with the approved details before the development is first occupied or brought into use and retained thereafter.

Reason: In the interests of environmental protection having regard to Policy L5 of the Trafford Core Strategy and the National Planning Policy Framework.

23. No development shall take place until the implementation of a programme of archaeological works to be undertaken in accordance with a Written Scheme of Investigation (WSI) has been secured and which has been prepared by the appointed archaeological contractor and submitted to and approved in writing by the Local Planning Authority. The development shall not be occupied until the site investigation has been completed in accordance with the approved WSI. The WSI shall cover the following:
- (a) A phased programme and methodology of site investigation and recording to include: - targeted field evaluation trenching - (depending upon the evaluation results) a strip map and record exercise - targeted open area excavation
 - (b) A programme for post investigation assessment to include: - analysis of the site investigation records and finds - production of a final report on the significance of the archaeological and historical interest represented.
 - (c) Provision for publication and dissemination of the analysis and report on the site investigation.
 - (d) Provision for archive deposition of the report, finds and records of the site investigation.
 - (e) Nomination of a competent person or persons/organisation to undertake the works set out within the approved WSI.

Reason: To protect the significance of any archaeological remains on the site having regard to Policy R1 of the Trafford Core Strategy and the National Planning Policy Framework.

24. The development hereby approved shall be designed and constructed in accordance with the recommendations contained within sections 3.3 and 4 of the submitted Crime Impact Statement Version B: 10/02/20 Reference: 2019/0425/CIS/01 and these measures shall be retained and maintained thereafter.

Reason: In the interests of crime prevention and community safety, having regard to Core Strategy Policy L7 and the National Planning Policy Framework.

25. No development shall take place, including any works of demolition, until a Construction Method Statement has been submitted to and approved in writing by the local planning authority. The approved Statement shall be adhered to throughout the demolition/construction period. The Statement shall provide for:
- i. the parking of vehicles of site operatives and visitors

- ii. loading and unloading of plant and materials including times of access/egress
- iii. storage of plant and materials used in constructing the development
- iv. the erection and maintenance of security hoardings including decorative displays and information for members of the public, including contact details of the site manager
- v. wheel washing facilities, including measures for keeping the highway clean
- vi. a scheme for recycling/disposing of waste resulting from demolition and construction works
- vii. proposed days and hours of demolition and construction activity (in accordance with Trafford Councils recommended hours of operation for construction works)
- viii. measures to prevent disturbance to adjacent dwellings from noise and vibration, including any piling activity including details as to how this will be monitored

Reason: To ensure that appropriate details are agreed before works start on site and to minimise disturbance and nuisance to occupiers of nearby properties and users of the highway, having regard to Policy L4 and Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework. The details are required prior to development taking place on site as any works undertaken beforehand, including preliminary works, could result in adverse residential amenity and highway impacts.

26. The dust suppression mitigation measures detailed within Appendix D of the Air Quality Assessment prepared by Miller Goodall Ltd dated 10th September 2019, Report number: 102173, shall be implemented throughout the earthworks and construction phases of the development.

Reason: In the interests of air quality and amenity having regard to Policy L5 of the Trafford Core Strategy and the National Planning Policy Framework.

27. Prior to any above ground construction work first taking place a noise impact assessment, to be carried out by a suitably qualified expert, shall be submitted to and approved in writing by the Local Planning Authority. The assessment shall identify all noise attenuation measures necessary to reduce the impact from road traffic noise to ensure that the requirements of BS8233 for internal noise levels within domestic dwellings are met for the properties hereby approved. Consideration shall also be given to achieving adequate summer cooling and rapid ventilation. If necessary, alternative ventilation measures shall be identified and incorporated into the scheme. Once agreed, all identified noise control measures shall be implemented and thereafter retained. A completion report shall be submitted to the Local Planning Authority to confirm that the noise mitigation measures required have been installed within the properties hereby approved.

Reason: To protect the amenities of future occupiers of the development, having regard to Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

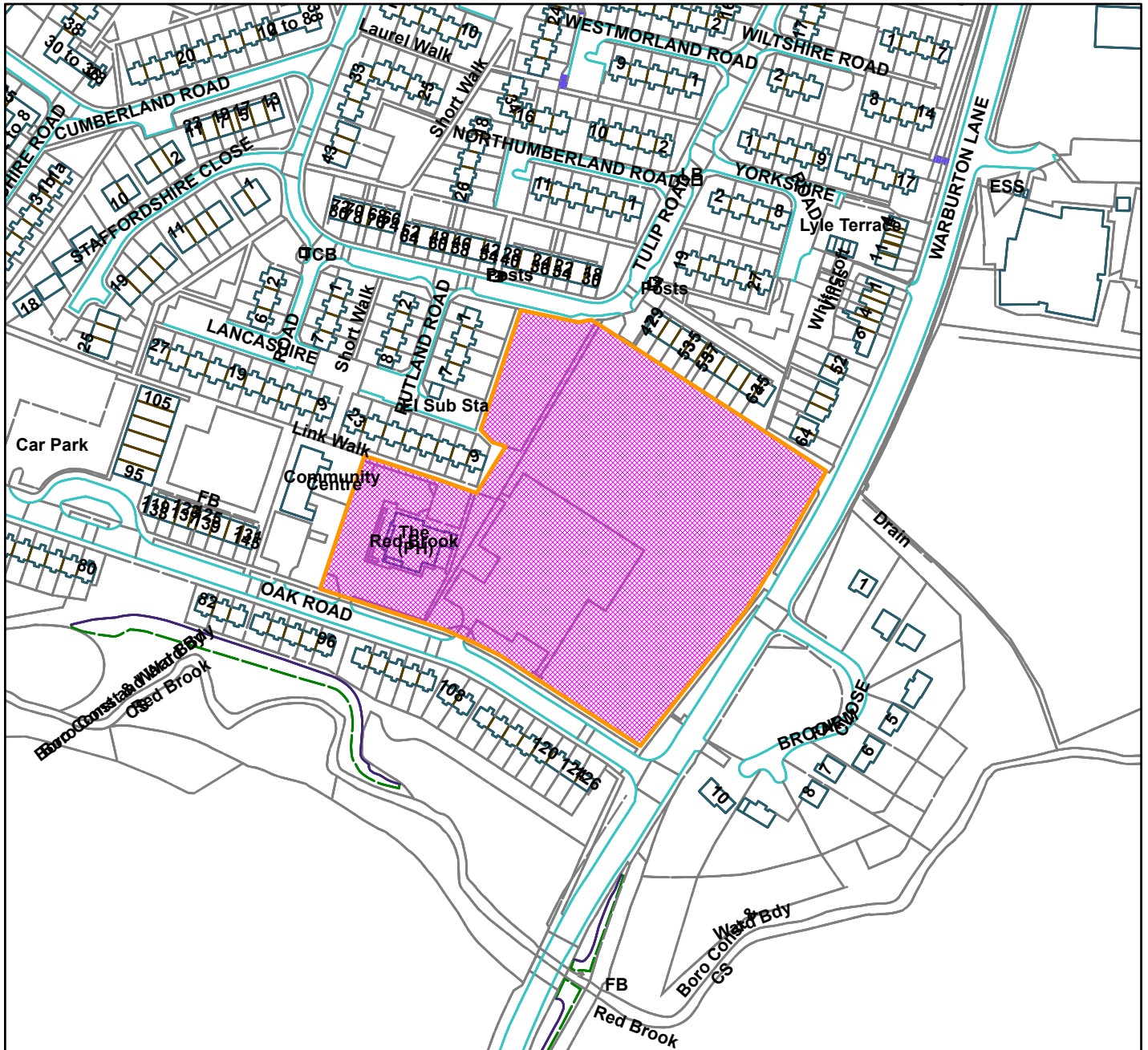
28. Prior to the development being brought into use, a waste management strategy shall be submitted to and approved in writing by the Local Planning Authority. The submitted plan shall include a strategy for waste removal and shall thereafter take place in accordance with the approved plan.

Reason: To ensure that the site is properly and safely serviced in the interests of highway safety, having regard to Policy L4 and Policy L7 of the Trafford Core Strategy and the National Planning Policy Framework.

JJ



Land North Of Oak Road And West Of Warburton Lane, Partington (site hatched on plan)



Scale: 1:2,500

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Organisation	Trafford Council
Department	Planning Service
Comments	Committee Date 11/02/2021
Date	29/01/2021
MSA Number	100023172 (2016)

TRAFFORD COUNCIL

Report to: Planning and Development Management Committee
Date: 11 February 2021
Report for: Decision
Report of: Head of Planning and Development

Report Title

Revision of Application Validation Checklist

Summary

This report is to inform the Planning and Development Management Committee of the latest revision to the Application Validation Checklist and the key proposed changes and updates to the Checklist and to seek approval of the draft Application Validation Checklist for consultation purposes.

Recommendation

- 1) That Members of the Planning and Development Management Committee note the contents of this report and approve the draft Application Validation Checklist for consultation purposes.
- 2) That the Head of Planning and Development be authorised to adopt the revised Validation Checklist in the event that following consultation, there are no significant alterations to the consultation draft.

Contact person for access to background papers and further information:

Name: Stephen Day
Extension: 4512

1.0 Introduction and Background

1.1 Paragraph 39 of the National Planning Practice Guidance (NPPG) category, "Making an application", states that "A local planning authority may request supporting information with a planning application. Its requirements should be specified on a formally adopted "local list" which has been published on its website less than two years before the application is submitted. Local information requirements have no bearing on whether a planning application is valid unless they are set out on a local list".

1.2 Paragraph 40 states that "The local list is prepared by the local planning authority to clarify what information is usually required for applications of a particular type, scale or location. In addition to being specified on an up to date local list published

on the local planning authority's website, information requested with a particular planning application must be:

- reasonable having regard, in particular, to the nature and scale of the proposed development; and
- about a matter, which it is reasonable to think will be a material consideration in the determination of the application.

1.3 Paragraph 43 states that "A local list should be reviewed at least every two years." It is therefore necessary to review the existing Application Validation Checklist and revise and update this where necessary. This is the third review of the checklist since it was first adopted in 2013, the most recent being in 2018. Paragraph 44 states that "Where a local planning authority considers that changes are necessary, the proposals should be issued to the local community, including applicants and agents, for consultation... Consultation responses should be taken into account by the local planning authority when preparing the final revised list. The revised local list should be publicised on the local planning authority's website."

1.4 Once adopted, if the information that is required by the checklist is not included with an application and is considered by the Local Planning Authority to be reasonable and necessary in order to properly assess the application, the authority will be entitled to declare the application invalid. Conversely, applications which are validated are likely to contain sufficient information for a decision to be made and this should enable the Council to achieve a greater percentage of decisions within government timescales. However, it must be recognised that there may still be situations where a validated application will not contain all the information required for a decision to be made and the Council may seek additional information post-validation under the existing statutory provisions set out in the Town and Country Planning (Application) Regulations 1988.

1.5 A draft updated Application Validation Checklist (February 2021) has now been produced and is appended to this report. The overarching structure of the document has not been altered and it is split into three parts. Part one comprises a list of national requirements for all planning applications. Part two outlines a list of local requirements and part three outlines a short checklist for the most common types of applications. It is proposed that the Council now consults on the revised Application Validation Checklist for a period of six weeks and that any comments received are then taken into account in preparing the final version of the document.

2.0 Key Proposed Changes

2.1 The key proposed changes to the 2018 document are summarised below.

2.2 References to the Use Classes Order have been updated throughout the document to take account of the changes introduced in the Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020, in particular in relation to Class E which covers the former use classes of A1 (shops), A2 (financial and professional), A3 (restaurants and cafes) as well as parts of D1 (non-residential institutions) and D2 (assembly and leisure).

2.3 National Requirements

Only minor alterations have been made to this section.

2.4 Local Requirements

New requirements have been introduced as follows: -

- Accommodation Schedule – required for all new residential development including a requirement to set out the size of the residential units with a comparison with the Nationally Described Space Standards.
- Accurate Visual Representations – a form of computer visualisation required when a development is likely to have a significant effect on designated and non-designated heritage assets and / or the surrounding townscape. The representations would assist in the assessment of the visual effect of a development on designated views and are created to a high level of verifiable accuracy using collected survey data, precise photography and a strict recorded methodology in accordance with the Landscape Institute guidance, “Visual Representation of development proposals.”
- Daylight / Sunlight Assessment – required for any application where the proposal is likely to have an adverse effect on levels of light to adjoining sensitive land uses or future occupiers of the development. The Assessment would assess the impact of a development on sunlight and daylight received by future occupiers and occupiers of neighbouring development following the methodology set out in the Building Research Establishment’s (BRE) “Site layout planning for daylight and sunlight: A guide for good practice.”
- Equalities Statement – not a requirement but advisory for all publicly accessible buildings, facilities which provide an element of care and all major development to outline how the development would advance equality of opportunity for persons who share a relevant protected characteristic, having regard to the Equalities Act 2010 and specifically Section 149, the Public Sector Equality Duty (PSED). The Council’s duties under the PSED apply whether or not an Equalities Statement is submitted with a planning application.
- Façade Design Analysis – required in order to demonstrate the design principles of the proposed development. The Façade Design Analysis can form part of the Design and Access Statement and would include Concept Design - providing an illustrative assessment of a building’s height, proportions, access points, windows, materials etc. in the context of the surrounding area - and Development Design and Detailed Design - providing more detailed information including street scene elevations, sections, precedent images, materials specifications etc.
- Wind Impact Assessment – required for tall buildings and any other development that is likely to have an adverse effect on the wind micro-climate. The Assessment would indicate the impact on the comfort level of the public spaces within and surrounding the development, including a wind tunnel test.

The specific Tall Buildings requirement has been removed as this is now covered by the above new requirements.

Minor alterations have been made to the following sections: -

- Air Quality Assessment – Minor alterations to wording, including reference to the need to have regard to the GM Clean Air Plan, when carrying out Air Quality Assessments.
- Carbon Budget Statement – the threshold has been amended to apply to all residential developments of 10 units or more and all non-residential developments of 1000 square metres of floorspace or more, in accordance with Policy L5 of the Core Strategy.
- Flood Risk and Drainage – the text has been updated to reflect the new North West SUDS Pro-forma, which is a requirement for all applications for major development to confirm how surface water from a development will be managed sustainably under current and future conditions. The Pro-forma and accompanying guidance is appended to the checklist.
- Heritage Assessment – Minor alterations to wording.
- Noise Assessment – Minor alterations to wording including making specific reference to noise or vibration and to entertainment venues in the thresholds.
- Tree Survey – Minor alterations to wording.
- Trees – Applications for Works – Minor alterations to wording, in particular clarifying the requirements for notification of works to trees in conservation areas
- Viability Assessments – Minor alterations to wording, including an updated Viability Appendix.

3.0 Conclusion

3.1 The proposed amendments are intended to ensure that the above validation requirements are in accordance with up to date national and local planning guidance and the up to date advice of relevant consultees and are reasonable and necessary in order to allow the proper assessment of planning applications.

4.0 Recommendation

4.1 That the Planning and Development Management Committee note the contents of this report and approve the draft Application Validation Checklist for consultation purposes.

4.2 That the Head of Planning and Development be authorised to adopt the revised Validation Checklist in the event that following consultation, there are no significant alterations to the consultation draft.

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TRAFFORD COUNCIL
PLANNING AND DEVELOPMENT SERVICE

Application Validation Checklist



TRAFFORD
COUNCIL

INTRODUCTION

Trafford Council has produced this Application Validation Checklist in accordance with Planning Practice Guidance and paragraph 44 of the National Planning Policy Framework (NPPF). Paragraph 44 of the NPPF states that local planning authorities should publish a list of their information requirements for applications, which should be kept to the minimum needed to make decisions and should be reviewed at least every two years. Paragraph 44 states that local planning authorities should only request supporting information that is relevant, necessary and material to the application in question. Planning Practice Guidance states that, in addition to being specified on an up-to-date local list published on the local planning authority's website, information requested with a particular planning application must be:

- reasonable having regard, in particular, to the nature and scale of the proposed development; and
- about a matter which it is reasonable to think will be a material consideration in the determination of the application.

Once adopted, if the information which is required by the checklist is not included with an application and is considered by the Local Planning Authority to be reasonable and necessary in order to properly assess the application, the authority will be entitled to declare the application invalid. Conversely applications which are validated are likely to contain sufficient information for a decision to be made and this should enable the Council to achieve a greater percentage of decisions within government timescales. However, it must be recognised that there may still be situations arising where a validated application will not contain all the information required for a decision to be made and the Council may seek additional information post-validation under the existing statutory provisions set out within the Town and Country Planning (Application) Regulations 1998.

In circumstances where applicants do not agree with the Council's request for information or plans set out within this list, they may wish to challenge the decision not to validate an application. In such cases, applicants may have the right of appeal for non-validation under Section 78 of the Town and Country Planning Act 1990. The relevant grounds for the appeal would be non-determination within the 8 or 13 week determination period (depending upon whether the application is minor or major). Similarly the right to complain to the Local Government Ombudsman on the grounds of maladministration also remains.

This document is split into three parts. Part one comprises a list of national requirements for all planning applications; Part two outlines a list of local requirements and Part three outlines a short checklist for the most common type of applications. Notes are provided to clarify and indicate threshold requirements which are likely to apply. However, the Council would encourage applicants to seek pre-application advice. This is particularly useful for larger and more complex schemes.

If the Council declares an application invalid, it will normally set out its reasons in writing to the applicant or agent within 5-10 working days. If all the information required has been received the application will be considered as valid from the date of its receipt.

General Points:

1. Plans and Elevations will be checked for consistency. Any significant discrepancies will result in the application being invalid;
2. Plans must be marked with a recognisable standard metric scale and a scale bar;
3. Plans should be clearly drawn, numbered, dated and identify the address to which they relate;
4. Plans that are marked "do not scale" or with similar disclaimers will not be accepted and will result in the application being invalid;
5. If an apparently valid application is later found to be invalid following registration, the original start date for processing the application will be disregarded and the time from application to decision will start again.

DRAFT

PART ONE – NATIONAL REQUIREMENTS

Requirements for all applications for Full Planning Permission:

- **1 copy of the completed Standard Application Form (1APP).** The forms are available electronically and can be submitted via the planning portal. If the applicant wishes to submit a paper application, these can be provided by the Council or can be printed off from the Council's website (<http://www.trafford.gov.uk/environmentandplanning/planning/planningapplication>). The electronic standard application form allows applicants to apply for multiple consents at the same time: for example, to apply for planning permission and listed building consent, or planning permission and conservation area consent. The form has been designed so that the questions that appear do not duplicate information requests for more than one consent regime. A fee (where applicable) applies for each consent sought. Use of the form for multiple applications which come under different consent regimes is intended to streamline the application process. However, it does not alter the fact that these applications are legally distinct and their validity and determination will be treated as such by the authority.
- **1 copy of a Site Location Plan,** based on an up to date map at a scale of 1:1250 or 1:2500. Plans should wherever possible show at least two named roads and the surrounding buildings. The properties shown should be numbered or named to ensure that the exact location of the application site is clear. The application site 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, landscaping, car parking and open areas around buildings. A blue line must be drawn around any other land owned by the applicant, close to or adjoining the application site.
- **1 copy of a Site Plan,** drawn at a scale of at 1:500 or 1:200 and which should accurately show:
 - a) The direction of North;
 - b) The proposed development in relation to the site boundaries and other existing buildings on the site, with written dimensions including those to the boundaries;
 - c) All the buildings, roads and footpaths on land adjoining the site including access arrangements;
 - d) The species, position and spread of all trees within 12 metres of any proposed building works;
 - e) The extent and type of any hard surfacing;
 - f) Boundary treatment including walls or fencing where this is proposed
- **1 copy of Other Drawings** (dependent on the type of application – refer to the relevant section in Part 3 for specific requirements) and may include:

A Block Plan of the site at a scale of 1:100 or 1:200, showing the proposed development; any site boundaries; the type and height of any boundary treatment (e.g. walls and fences etc.); the position of any building or structure on the other side of such boundaries and with any proposed extensions clearly identified to scale.

Existing and Proposed Elevations to a scale of 1:50 or 1:100. These should show clearly the proposed works in relation to what is already there. All sides of the proposal must be shown in full (not part) and these should indicate, where possible, the proposed building materials and the style, materials and finish of windows and doors. Blank elevations must also be included; if only to show that this is in fact the case.

Where a proposed elevation adjoins another building or is in close proximity, the drawings should clearly show the relationship between the buildings, and detail the positions of the openings on each property.

Existing and Proposed Floor Plans drawn to a scale of 1:50 or 1:100. These should explain the proposal in detail. Where existing buildings or walls are to be demolished these should be clearly shown. The drawings submitted should show details of the existing building(s) as well as those for the proposed development. New buildings should also be shown in context with adjacent buildings (including property numbers where applicable).

Existing and Proposed Site Sections and Finished Floor and Site Levels drawn to a scale of 1:50 or 1:100. These should show a cross section(s) through the proposed building(s). In all cases where a proposal involves a change in ground levels, illustrative drawings should be submitted to show both existing and finished levels to include details of foundations and eaves and how encroachment onto adjoining land is to be avoided. Full information should also be submitted to demonstrate how proposed buildings relate to existing site levels and neighbouring development. Such plans should also show the proposals in relation to the adjoining buildings. This will be required for all applications involving new buildings.

In the case of householder development, the levels may be evident from floor plans and elevations, but particularly in the case of sloping sites it will be necessary to show how proposals relate to existing ground levels or where ground levels outside the extension would be modified. Levels should also be taken into account in the formulation of design and access statements.

Roof plans drawn to a scale of 1:50 or 1:100. A roof plan is used to show the shape of the roof and is typically drawn at a scale smaller than the scale used for the floor plans. Details such as the roofing material and their location are typically specified on the roof plan.

Streetscene elevations drawn to a scale of 1:100 or 1:200. A streetscene elevation should be submitted in all cases where the proposal is for an infill development between existing buildings, for an increase in the height of an existing property within a row of other buildings and for major developments where different house types are sited adjacent to one another.

All drawings should have a scale bar and should be clearly referenced with a drawing title, reference number and details of any revisions.

- **A completed Ownership and Agricultural Holdings Certificate.** Under section 65(5) of the Town and Country Planning Act 1990, read in conjunction with Articles 13 and 14 of the DMPO, the Local Planning Authority must not entertain an application for planning permission unless the relevant certificates concerning the ownership of the application site have been completed. All applications except those for approval of reserved matters, discharge or variation

of conditions, tree preservation orders and express consent to display an advertisement must include the appropriate certificate of ownership. The certificate also requires confirmation of whether or not the site relates to an agricultural holding. If the site does relate to an agricultural holding, all agricultural tenants must be notified prior to the submission of the application.

Certificate A is applicable when the applicant is the sole owner and when none of the land to which the application relates is, or is part of, an agricultural holding; Certificate B is applicable when the owner and /or agricultural tenant is known to the applicant; and Certificates C and D are applicable when none or only some of the owners and / or agricultural tenants of the site are known. For this purpose an 'owner' is anyone with a freehold interest, or leasehold interest, the unexpired term of which is not less than 7 years. If Certificates B or C are relevant, the applicant must complete and serve notice of the proposals on the owners and /or agricultural tenants of the application site in accordance with Article 13 of the DMPO.

- **The correct fee** (where one is necessary – see the Council's fee schedule)
- **1 copy of a Design and Access Statement** must accompany all applications for both outline and full planning permission in accordance with Article 9 of the DMPO, as amended, in respect of the following categories of application:
 - Development which is major development;
 - Where any part of the development is in a "designated area", development consisting of:
 - (i) the provision of one or more dwellinghouses; or
 - (ii) the provision of a building or buildings where the floor space created by the development is 100 square metres or more.

In this context, "designated area" means a World Heritage Site or a Conservation Area. Design and Access Statements are also not required for planning applications for variation of conditions, extension of time limits, engineering or mining operations, the material change of use of land or buildings and waste development or for applications relating to advertisement control, tree preservation orders or storage of hazardous substances. Neither are they required for applications for prior approval for proposed development, or non-material amendments to existing planning permissions. Design and Access Statements are required for applications for listed building consent.

The level of detail required in a design and access statement will depend on the scale and complexity of the application, and the length of the statement will vary accordingly. However, the following topics should be addressed.

- (a) explain the design principles and concepts that have been applied to the development;
- (b) demonstrate the steps taken to appraise the context of the development and how the design of the development takes that context into account;
- (c) explain the policy adopted as to access and how policies relating to access in relevant local development documents have been taken into account;

- (d) 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; and
- (e) explain how any specific issues which might affect access to the development have been addressed.

Design and Access Statements accompanying applications for listed building consent must include an explanation of the design principles and concepts that have been applied to the proposed works, and how they have taken account of:

- a) the special architectural or historic importance of the building;
- b) the particular physical features of the building that justify its designation as a listed building; and
- c) the building's setting.

Unless the proposed works only affect the interior of the building, Design and Access Statements accompanying applications for listed building consent must also explain how issues relating to access to the building have been dealt with. They must explain the applicant's approach to access, including what alternative means of access have been considered, and how relevant Local Plan policies have been taken into account. Statements must also explain how the applicant's approach to access takes account of matters (a)-(c) above.

Design and Access Statements accompanying applications for listed building consent must provide information on any consultation undertaken, and how the outcome of this consultation has informed the proposed works. Statements must also explain how any specific issues which might affect access to the building have been addressed.

Requirements for Permitted Development Prior Approval applications under Parts 1 and 3 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended)

Submission requirements are set out in the relevant part of the Town and Country Planning (General Permitted Development) Order 2015 (as amended). Sufficient information needs to be submitted to enable the authority to establish whether the proposed development complies with any conditions, limitations or restrictions specified in the relevant part of the Order as being applicable to the development in question and to allow the authority to determine whether prior approval is required, and if so, whether it should be granted, in respect of the matters set out in the relevant part of the Order.

PART TWO – LOCAL REQUIREMENTS

In addition to the national requirements, Trafford Council also requires the submission of additional supporting information to accompany certain types of planning applications. The following section sets out further clarification of what information is required from each of the supporting documents: If more than one statement is required, one or more of these can be combined into a Planning Statement where appropriate.

1. ACCOMMODATION SCHEDULE

Threshold – Requirement for Full or Outline planning application for residential development

Required by Policy L2 of the Trafford Core Strategy and the NPPF

The accommodation schedule should set out the size of the proposed residential units. A comparison should also be made to the Nationally Described Space Standards.

2. ACCURATE VISUAL REPRESENTATIONS

Threshold - AVRs will be required where a proposal is likely to have a significant effect on designated and non-designated heritage assets; and/or the surrounding townscape.

Required by Policy L7 of the Trafford Core Strategy and the NPPF

An Accurate Visual Representation (AVR) is a form of computer visualisation that can assist in the assessment of the visual effects of specific proposals on designated views. AVR images are very realistic and should be accurate with respect to height, form, size and location and should be created to a high level of verifiable accuracy using collected survey data, precise photography and a strict recorded methodology.

Early pre-application discussions are encouraged to determine whether AVR images are required to support a proposal and, where necessary, which views are required and the extent to which they should be rendered.

AVR's should be completed in accordance with the latest relevant Landscape Institute guidance 'Visual Representation of development proposals'.

3. AIR QUALITY ASSESSMENT

Threshold Requirement for Full or Outline planning applications for the following:

- **Developments affecting waste handling facilities (including sewerage treatment works or poultry farms);**
- **Any industrial activity which is regulated by the Local Authority or Environment Agency;**
- **Developments that introduce new exposure close to existing sources of air pollutants, including road traffic, industrial operations, agricultural operations etc.**

Threshold – Requirement for Full or Outline planning applications for the following:

In addition to the above, an Air Quality Assessment will be required if any of the criteria in A below apply together with any of the criteria in B and any of the criteria in C:

A.

- 10 or more residential units or a site area of more than 0.5ha
- more than 1,000 m² of floor space for all other uses or a site area greater than 1ha

B.

- the development has more than 10 parking spaces
- the development will have a centralised energy facility or other centralised combustion process

C. Where the proposed development will:

1. Cause a significant change in Light Duty Vehicle (LDV) traffic flows on local roads with relevant receptors. (LDV = cars and small vans <3.5t gross vehicle weight)

A change of LDV flows of:

- more than 100 AADT (annual average daily traffic) within or adjacent to an AQMA
- more than 500 AADT elsewhere

2. Cause a significant change in Heavy Duty Vehicle (HDV) flows on local roads with relevant receptors. (HDV = goods vehicles + buses >3.5t gross vehicle weight)

A change of HDV flows of

- more than 25 AADT within or adjacent to an AQMA
- more than 100 AADT elsewhere

3. Realign roads, i.e. changing the proximity of receptors to traffic lanes.

Where the change is 5m or more and the road is within an AQMA

4. Introduce a new junction or remove an existing junction near to relevant receptors.

Applies to junctions that cause traffic to significantly change vehicle accelerate/decelerate, e.g. traffic lights, or roundabouts.

5. Introduce or change a bus station. Where bus flows will change by:

- more than 25 AADT within or adjacent to an AQMA
- more than 100 AADT elsewhere

6. Have an underground car park with extraction system where the ventilation extract for the car park will be within 20 m of a relevant receptor coupled with the car park having more than 100 movements per day (total in and out)

7. Have one or more substantial combustion processes where there is a risk of impacts at relevant receptors.

Required by Policy L5 of Trafford Core Strategy and the NPPF

The Air Quality Assessment must demonstrate how a development would affect pollution concentrations in relation to health based statutory and proposed air quality standards and objectives. This would normally involve screening and where appropriate dispersion modelling to:

- Assess the existing air quality in the study area (existing baseline);
- Predict the future air quality without the development in place (future baseline which may or may not include the contribution of committed development);
- Predict the future air quality with the development in place (with development);
- The cumulative impact of developments should be considered. It may be necessary to model another future scenario, with committed development excluded, to allow the cumulative impact of all such future developments with planning permission to be assessed as one combined impact at sensitive receptors. In most circumstances, it is more likely that committed development would be included in the future baseline where the information exists to facilitate this.

Applicants must be aware of the GM Clean Air Plan when undertaking any air quality assessment.

Further details can be found in the NPPF, NPPG, the Institute of Air Quality Management guidance document: Planning for Air Quality (2017) and the Greater Manchester Air Quality Action Plan. For further guidance or advice please contact the Council's Public Protection Department on 0161 9121377 or environmental.protection@trafford.gov.uk

4. CARBON BUDGET STATEMENT

Threshold – Requirement for Full and Outline planning applications for:

- All residential developments equal to or greater than 10 units
- All non residential developments proposing 1,000 sq.m floorspace or above

Required by Policy L5 of the Trafford Core Strategy and the NPPF

This report must outline the measures to be implemented by the developer to ensure the development proposed reduces gross CO2 emissions. Further guidance is provided within the Core Strategy and SPD1: Planning Obligations.

5. CRIME IMPACT STATEMENT

Threshold – Requirement for Full, Outline and Reserved Matters applications for the following:

- Residential developments (Classes C1, C2, and C3 and HMOs where 10 or more units are created (to include new development and changes of use), or the development is to be carried out on a site having an area of 0.5 hectares or more and it is not known whether 10 houses or more will be developed.
- Development falling within Classes E, B2 and B8 and sui generis uses, where 1000m² gross or more of floorspace is proposed (to include new development, extensions of 1000m² or more and changes of use).
- Licensed food and beverage developments (within Class E or sui generis) where 200m² gross or more of floorspace is proposed (to include new development, extensions of 200m² or more, and changes of use).
- Casinos and amusement arcades (to include new development, extensions of 500m² or more, and changes of use).
- Development carried out on a site having an area of 1 hectare or more where the nature and amount of floorspace to be developed is not known.
- Car parks where 50 or more parking spaces are created.

- Development involving the creation of significant, utility infrastructure e.g. water, gas, electricity.
- Major transport infrastructure e.g. airport development, train/tram/bus stations.
- New developments, changes of use and extensions (of any size) where the development may have the potential to generate or attract crime and disorder.
- Developments that create new public spaces, or propose alterations to existing public spaces where people may congregate.

Required by Policy L7 of the Trafford Core Strategy and the NPPF

Having considered the principles of Crime Prevention through Environmental Design (CPTED), and having referenced Police approved security products and standards, the Crime Impact Statement should demonstrate that a development has been designed to minimise the risk of crime and disorder affecting both the development and its immediate surroundings. Developers are strongly advised to discuss the proposals with Greater Manchester Police Design for Security.

The Crime Impact Statement should:

- Be prepared by a suitably qualified and experienced professional that is able to offer impartial and objective crime prevention advice.
- Highlight all relevant crime and disorder issues currently experienced in the neighbourhood in which the development site is located, and any crime and disorder issues that the proposed development may generate or attract.
- Consider the crime and disorder issues, and include a review of how these issues might affect future both users of the development and the local community, and identify design solutions that will reduce the development's and the local community's vulnerability to crime and disorder, and promote a safe and secure development.

Where appropriate this statement can form part of a Design and Access Statement.

A statement detailing how the applicant has incorporated and taken on board the recommendations of the CIS should be provided. This can form part of the Design and Access Statement.

6. DAYLIGHT/SUNLIGHT ASSESSMENT

Threshold – Required for all planning applications where the proposal is likely to have an adverse effect upon levels of light to adjoining sensitive land uses and future occupiers of the proposed scheme.

Required by Policy L7 of the Trafford Core Strategy and the NPPF

Sunlight and daylight studies should assess the impact of a proposed scheme on the sunlight and daylight received by future occupiers of the proposed scheme and adjoining/neighbouring residential properties and buildings.

The Council will expect the impact of the development to be assessed following the methodology set out in the most recent edition of Building Research Establishment's (BRE) "Site layout planning for daylight and sunlight: A guide to good practice".

The applicant is also required to provide a summary table for sunlight, and for daylight, which includes the following

- the receptor (i.e. each building)
- the number of rooms in the receptor tested
- the number of rooms which meet the BRE criteria
- the number of rooms which do not meet the BRE criteria, split by minor, moderate and major significance, as per the criteria outlined above
- the number of dwellings affected
- commentary on minor, moderate and major sunlight and daylight losses.

7. ECOLOGICAL AND BIODIVERSITY SURVEY (INCLUDING BAT SURVEY)

Threshold – Requirement for Full, Outline or Householder applications for the following:

- **Development (including householder) within or adjacent to a designated site (European Site, Site of Special Scientific Interest, Site of Biological Importance)**
- **Non-householder developments within or adjacent to Sites of Geological and Geomorphological Importance, Local Nature Conservation Sites, Local Nature Reserves, and Wildlife Corridors**
- **All applications (including householder) involving:**
 - Works within the roofspace of an existing building
 - The demolition of a building
 - The conversion of a building (e.g. barn or mill conversion)
 - Alterations or works to cellars, bridges, culverts, large stone walls, caves or mines
- **Developments relating to derelict land**
- **Non-householder development adjacent to a river, stream, canal, brook, pond, reservoir, or other water body**
- **Development affecting woodland (particularly Ancient woodland), hedgerows and hedgerow trees and trees including street trees and ancient trees**
- **Development within all areas of strategic importance as identified in The Greater Manchester Ecological Framework**
- **Development within all Historic Parks and Gardens and historic landscapes including Dunham Massey**
- **Development within Habitats identified in the Greater Manchester Biodiversity Action Plan (BAP)**

Required by Policy R2 of the Trafford Core Strategy and the NPPF

The detail in the statement must be relative to the size of development and its proximity to natural assets. It must clearly demonstrate the impacts of the proposed development on any wildlife or biodiversity interests, and explain how existing natural assets will be protected in the construction phase. It must identify how it will enhance biodiversity and identify any required mitigation/compensation measures and any proposals for long-term maintenance and management. Where appropriate accompanying plans should indicate any significant wildlife habitats or features and the location of habitats of any species protected under the Wildlife and Countryside Act 1981, the Conservation (Natural Habitats etc.) Regulations 1994 or the Protection of Badgers Act 1992.

8. EMPLOYMENT LAND ASSESSMENT

Threshold – Requirement for Full or Outline Planning applications for:

Development/Change of use which would result in the loss of a site/building currently in employment use (or where vacant, last used for non-retail employment uses).

- **Unallocated employment sites;**
- **Outside of strategic locations and;**
- **Employment places identified in Policy W1.3 of the Trafford Core Strategy**

Required by Policy W1 of the Trafford Core Strategy

The Employment Land Assessment must be able to demonstrate that:

- a) There is no need for the site to be retained for employment purposes and it is therefore redundant
- b) There are no suitable alternative sites, within the locality, to meet the identified need for the proposed development
- c) The proposed redevelopment would not compromise the primary function of the locality or the operations of neighbouring users and
- d) The proposed redevelopment is in accordance with other policies in the Development Plan

The assessment should include:

- The length of time over which the site and buildings have been marketed, ideally this should be for a minimum of 12 months
- Where and how the site and buildings have been marketed for sale or rent
- Details of all expressions of interest or offers received, including rental interest, and an explanation as to why any offers received were not accepted; and
- Confirmation that land/premises have been registered on the Evolutive land/property database for a minimum continuous period of 12 months. Registration is via Trafford Council's Economic Development Section or Manchester's Inward Investment agency, MIDAS

In circumstances where employment premises are currently occupied, the statement should also indicate clearly why the occupier is looking to vacate the premises and demonstrate that reasonable lease negotiations have taken place.

An 'employment use' may be defined as uses falling within Use Classes E (g), B1, B2 and B8, as well as Sui Generis uses of a similar nature which may normally be found within employment areas.

9. ENVIRONMENTAL IMPACT ASSESSMENT (EIA)

Threshold – Requirement for Full, Outline and Reserved Matters applications for the following:

- **Development listed in Schedule 1 of EIA Regulations**
- **Development listed in Schedule 2 of EIA Regulations where it is considered likely to give rise to significant environmental effects**

Required by the Town and Country Planning (Environmental Impact Assessment) Regulations (2017).

Where an EIA is required, an Environmental Statement in the form set out in Schedule 4 to the Town and Country Planning (Environmental Impact Assessment) Regulations 2017 must be provided. Further guidance is provided in National Planning Practice Guidance.

Screening Opinion - If you suspect a proposal may need an EIA you can submit a request to the Local Planning Authority for a 'Screening Opinion'. You will need to include information as set out in Article 6 of the EIA Regulations 2017 with your request.

On receipt of a request for a screening opinion, Trafford Council will consult the relevant internal departments and external organisations and respond to the request in writing within a period of 3 weeks unless a longer time period has been agreed in writing with the person making the request.

In addition to the above, Trafford Council will undertake a screening opinion on all relevant applications when submitted. It may be at this time that an EIA is requested. Where an applicant disagrees with the Council's decision they may appeal to the Secretary of State for a screening opinion.

Scoping Opinion - If you are clear that an EIA is required (by virtue of either Schedule 1 or Schedule 2) or this has been confirmed by way of a formal screening opinion then a request for a 'Scoping Opinion' can be submitted to the Local Planning Authority to determine the range of information which should be included in the Environmental Statement. A scoping opinion should include information as set out in Article 15 of the EIA Regulations 2017. The Local Planning Authority will consult the relevant organisations and respond to requests within .5 weeks unless a longer time period has been agreed in writing with the person making the request.

All Environmental Statements (ES) should be prepared by a competent expert and be supported by a non-technical summary. Technical appendices should also be included where relevant.

10. EQUALITIES STATEMENT

Threshold – Advised for all publicly accessible buildings, facilities which provide an element of care and all major development

Required by Policy L7 of the Trafford Core Strategy and the NPPF

Under the provisions of the Equality Act 2010, specifically Section 149 Public Sector Equality Duty (PSED), all public bodies are required in exercising their functions to eliminate discrimination, advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it and foster good relations. The PSED applies to Local Planning Authorities in exercising their decision making duties in relation to planning applications.

Whilst not a validation requirement, all applicants submitting applications meeting the above threshold are *advised*, in the interests of expediting the consideration of their planning application, to submit an Equalities Statement. The Equalities Statement should outline how the proposed development would advance equality of opportunity between persons who share a relevant protected characteristic. The relevant protected characteristics are: age; disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; and sexual orientation.

An Equalities Impact Assessment may be requested during the course of an application should any equalities issues be raised within representations on a planning application.

11. FAÇADE DESIGN ANALYSIS

Threshold – Requirement on all proposals for new buildings (excluding Use Classes B2 and B8) including Full Planning applications, Reserved Matters Planning applications and Outline Planning applications where ‘appearance’ is not a reserved matter.

Required by Policy L7 of the Trafford Core Strategy and the NPPF

The Façade Design Analysis should demonstrate the design principles of the proposed scheme. The Façade Design Analysis can form part of the Design and Access Statement and should include the following:

- I. **Concept Design** – this should provide an annotated illustrative assessment of the proposed building(s) height, proportions, access points, windows and material palette in the context of the surrounding area. As a minimum the following information is required:
 - a. Streetscape analysis
 - b. Conceptual elevations within the streetscape (sketch to scale)
- II. **Developed Design** – this should provide further detail covering the main architectural features of the proposed building(s), such as: window and entrance details (including reveals, dimensions, position, and proportions) and brick detailing. As a minimum the following information is required:
 - a. Method of construction, e.g. traditional masonry or other construction system
 - b. Elevations including a streetscene with neighbouring buildings including all dimensions and heights (1:100)
 - c. Strip section of all details including window and door reveals, balconies, brick detailing, parapet and roof design (1:10 - 1:20)
 - d. Precedent images accurately reflecting the proposed level of design intent
- III. **Detailed Design** - this should provide details of rainwater goods, soil pipes, flues, plant and utility provision (including substations, water tanks, lift overruns, meter boxes), location and description/specification of movement joints and masonry details. As a minimum the following information is required:
 - a. Elevational details (1:5-1:20)
 - b. Sections of interfacing materials (1:5-1:20)
 - c. Materials specification

12. FLOOD RISK AND DRAINAGE

FLOOD RISK INFORMATION

Threshold – All Development

Formal Flood Risk Assessment (FRA) is a specific requirement for Full and Outline Planning applications for the following:

**Development Proposals in High Probability (Flood Zone 3)
Development Proposals in Medium Probability (Flood Zone 2)**

Development Proposals on sites of 1ha. or above within Low Probability (Flood Zone 1)

Development Proposals on sites of 0.5ha. or above within Critical Drainage Areas as identified in the Council's Strategic Flood Risk Assessment

Development Proposals within Canal Hazard Zones or where flood risk from canals is otherwise considered to be an issue as identified in the Council's Strategic Flood Risk Assessment

Required by Policy L5 of Trafford Core Strategy and the National Planning Policy Framework

Details of Flood Zones can be found on the Environment Agency's website. www.environment-agency.gov.uk. The Council's Strategic Flood Risk Assessment (SFRA) is available via www.trafford.gov.uk. The National Planning Policy Framework can be accessed at www.gov.uk.

All developers should provide information to demonstrate that:-

- (i) account has been taken of flood risk from all sources (including rivers, canals, sewers, surface water run-off and groundwater), as identified in the Strategic Flood Risk Assessment;
- (ii) the proposed development incorporates flood mitigation and management measures appropriate to the use and location;
- (iii) water efficiency will be improved and surface water run-off reduced through the use of appropriate measures such as rain water harvesting, water recycling and other Sustainable Drainage Systems (SUDS) appropriate to the location, as mapped in the Strategic Flood Risk Assessment.

The Council has produced a checklist to assist applicants further in submitting the required flood risk information alongside planning applications.

Where formal Flood Risk Assessments (FRAs) are required it is acknowledged that they will vary in their detail and technical complexity to reflect the scale, nature and location of the proposed development. Whilst FRAs will need to cover the same general matters applicable to all development proposals, they will normally be expected to contain a much greater degree of information – including supporting survey and modelling data, incorporating allowances for climate change - and to have been undertaken under the supervision of an experienced flood risk management specialist. The Environment Agency has prepared Standing Advice, available via its website, to assist developers with the specific information that should be included in formal FRAs submitted to local planning authorities.

The attention of all applicants is drawn to the requirements of the National Planning Policy Framework (paragraphs 157 – 162) relating to the need for a flood risk Sequential Test and Exception Test to be undertaken, where necessary, for development proposals.

DRAINAGE STRATEGY / STATEMENT

Threshold – Requirement for full and outline applications for the following:-

- Residential development consisting of 10 dwellings or more or with a site area of 0.5 hectares or more where the number of dwellings is not yet known.
- Non-residential development with provision of a building or buildings where the total floorspace to be created is 1000 sq.m or more or, where the floor area

is not yet known, a site area of 1 hectare or more.

Required by Policy L5 of the Trafford Core Strategy and the National Planning Policy Framework

It is important that your application can demonstrate the site can be sustainably drained; this is a principle of development. This should be demonstrated at the earliest opportunity.

Full and Outline Planning applications for major development should be accompanied by a site-specific drainage strategy or statement that demonstrates that the drainage scheme proposed is in compliance with both the NPPF / NPPG and the Non-Statutory Technical Standards.

Full and Outline Planning applications for major development should also be accompanied by a completed copy of the North West SuDS Strategy: Pro-forma. The pro-forma summarises and confirms the details contained within your Sustainable Drainage Strategy and Site Specific Flood Risk Assessment. It is intended to ensure that all aspects of sustainable drainage have been considered. The Pro-forma and associated guidance note can be found at Appendices 2 and 3 of this checklist.

A Drainage Statement should make reference to the surface water / SUDS hierarchy:

- i. Discharge to a surface water body
- ii. Infiltration
- iii. Discharge to a surface water sewer
- iv. Discharge to a combined sewer

A Drainage Statement should incorporate the following:

- Topography of the development site, showing existing surface water flow routes, drains, sewers and watercourses
- Geological and soil types
- Initial scoping of flood risk issues to inform where applicable the flood risk assessment which may include any of the following:
 - Flood risk from main river
 - Surface water
 - Groundwater flood risk

A Site Specific Drainage Strategy should include:

- Preliminary sustainable drainage proposals
- Outfall locations
- Discharge rates
- On-site storage requirements

In respect of full or reserved matters applications, the following information is also required: -

Site and Drainage Layout

Proposed site plan showing exceedance flow routes and identification of catchment areas.

Drainage Layout Plan including:

- Sustainable drainage system
- Sewers
- Drains
- Watercourses

Site Investigation Report including the results for each sustainable drainage system feature of: -

- Boreholes or trial pits
- Infiltration (Permeability) Testing
- Factual Ground Investigation Report (GIR)
- Geotechnical Design Report (GDR)

Sustainable drainage system flow calculations (PDF files showing the input and output data for flow calculations) and storm simulation plan for: -

- 1 in 1 year;
- 1 in 2 year;
- 1 in 30 year, and:
- 1 in 100 year + 30% climate change

13. GREEN BELT IMPACT STATEMENT

Threshold – Requirement for Full, Outline and Householder applications for the following:

- **Development involving the demolition or the extension of dwellings located within the green belt**
- **Development involving the demolition and replacement of dwellings located within the green belt**
- **All inappropriate development located within the Green Belt**

Required by Policy R4 of the Trafford Core Strategy and the NPPF

Only limited types of development are considered to be 'appropriate' in the Green Belt (See paragraphs 145 – 147 of the NPPF) for definitions of 'appropriate' development).

If your proposal is not one of the purposes listed as 'appropriate' development in the NPPF, it will be considered 'inappropriate'. If this is the case and the application site falls within the designated Green Belt then you must include in your application a statement of the 'very special circumstances' that you consider justify the development. The LPA will not treat an application for 'inappropriate development' in the Green Belt as valid unless accompanied by a Green Belt Impact Statement which outlines the 'very special circumstances'. Further advice is provided within the NPPF.

14. GREEN INFRASTRUCTURE

Threshold – Requirement for Full or Outline planning applications for all developments where required by the Revised Supplementary Planning Document 1, Planning Obligations.

Required by Policies R3, R5 and L8 of the Trafford Core Strategy and the NPPF

A Supporting Statement is required detailing any on site green infrastructure proposed. This will be used to assess any further contribution to green infrastructure required by a development in accordance with Policies R3, R5 and L8 of the Trafford Core Strategy.

15. HABITAT REGULATION ASSESSMENT (HRA)

Threshold – Requirement for Full or Outline planning applications where it is considered that the project is likely to have a harmful impact on the special nature conservation interest of European designated sites (Special Protection Areas, Special Areas of Conservation and Ramsar sites).

Required by Policy R2 of the Trafford Core Strategy and the NPPF

European designated sites within 5km of Trafford include the Manchester Mosses SAC and Rixton Claypits SAC. Details of these sites and advice concerning the types of development that may affect them can be found at <http://jncc.defra.gov.uk/>

16. HERITAGE ASSESSMENT

Threshold – Requirement for Full, Outline, Householder and Listed Building Consent applications for the following:

- Development which involves alterations to or demolition of a Listed Building
- Development affecting the setting of a Listed Building
- Development within or affecting the setting of a Conservation Area
- Development that involves the alteration or demolition of a non-designated heritage asset
- Development within historic parks or gardens
- Development on sites that are of archaeological interest
- Development of any other site which includes any buildings/structures considered to be a Heritage Asset.

Required by Policy R1 of the Trafford Core Strategy and the NPPF

The Heritage assessment must include a two stage process; an assessment of the significance of the affected heritage asset(s) and the impact of the proposed development on that significance including any measures to mitigate potential harm and/or better reveal significance.

Assessment of Significance

The Heritage Assessment must include a description of the significance of the heritage asset affected and the contribution of setting to that significance. As a matter of course, paragraphs 189 – 202 “Conserving and enhancing the historic environment” of the National Planning Policy Framework should be consulted and referenced in the submitted document. The Historic Environment Good Practice Advice published by Historic England should also be consulted when undertaking a Heritage Assessment to accompany an application.

The level of detail should be proportionate to the importance of the heritage asset and applications should not be validated unless the extent of impact on significance is clear from the information available. As a minimum, the relevant historic environment record held by the Greater Manchester Archaeological Advisory Service should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which a development is proposed includes or has the potential to include heritage assets

with archaeological interest, applicants will be required to submit a desk based assessment and, where necessary, a field evaluation.

The Heritage Asset should provide an impartial analysis of significance and the contribution of setting and be undertaken by a suitably qualified person. This should not be an advocacy document and should not seek to justify a scheme which has already been designed. The Heritage Assessment should provide an objective analysis of significance, an opportunity to describe what matters and why, in terms of heritage significance. The use of sensitivity matrices and scoring systems should be restricted to cases involving more significant assets, multiple assets, or changes considered likely to have a major effect on significance. As advised by Historic England, such matrices and systems should only be used to support a clearly expressed and non-technical narrative argument that clearly sets out “what matters and why” in terms of the heritage significance and setting of the assets affected, together with the effects of the development upon them.

The applicant may also find it helpful to consult Historic England’s “Charter for Advisory Services” available at <https://historicengland.org.uk/servicesandskills/ourplanningservices/CharterforAdvisoryServices> and the Historic England document “Conservation Principles, Policies and Guidance”, published 2008, as well as Historic England’s published planning advice Good Practice Advice notes (GPAs) and Historic England Advice Notes (HEANS) as relevant to the proposals.

Impact of the Proposed Development

General Requirements

The second stage of the Heritage Assessment should clearly set out the proposed development and the impact of the proposed development on the significance of the affected heritage assets(s). It should include the details of the design principles and concepts that have been applied to the works including consideration of the scale, massing, height, siting, layout, appearance, character, materiality and any potential new use. The impact assessment should demonstrate how the proposals have taken account of the historic, archaeological, architectural or artistic significance of the designated or non-designated heritage asset, including setting, and indicate clearly how the proposal will positively contribute to local character and distinctiveness.

The assessment should include the following where relevant:

- Schedule of works, method statement and materials to be used for the proposals;
- Demolition floor plans and elevations as well as a structural survey clearly demonstrating how any retained building or structure will be supported during the course of the works;
- Any relevant professional assessments (accredited) of the property that will assist the proposal i.e. Structural Report;
- Any information provided by contractors/companies supplying materials;
- Labelled photographic record if relevant;
- Historic phasing plans;
- A copy of the listing description. Listing descriptions can be obtained from the National Heritage List for England available to search on the following website: <http://list.english-heritage.org.uk/>

Heritage Assessments are also required to describe the purpose and need for the proposed alterations, justifying why this option has been adopted as opposed to possible alternatives

in order to minimise the potential harm to the heritage asset(s). The Heritage Assessment should demonstrate how the proposals are designed to minimise the impacts on the layout and architectural detailing and complement the external and/or internal features of the historic original building. Opportunities to better reveal or enhance significance of heritage assets should also be explored.

The assessment should explain how the principles and concepts referred to have been applied to the aspects of scale, massing, height, siting, layout, appearance, character and materials and have taken account of the special historic, archaeological, architectural or artistic interest of the building, structure and/or site; the particular physical features of the building or structure that justify its designation as a listed building; the setting of the building, structure or site affected by the proposal and indicate clearly how the proposal will positively contribute to local character and distinctiveness.

Development which involves alterations to a Listed Building or a Non-designated Heritage Asset

Appraisals to support applications for Listed Building Consent or planning permission are required to describe the purpose and need for the proposed alterations, justifying why this option has been adopted as opposed to possible alternatives. They should include a statement of significance which demonstrates an understanding of the special historic, archaeological, architectural or artistic interest of the building and site. It should include the details of the design principles and concepts that have been applied to the works including consideration of the impact, scale, massing, height, siting, layout, appearance, character and materials any potential new use.

It should demonstrate how the proposals are designed to minimise the impacts on the layout and architectural detailing and complement the external and/or internal features of the historic original building. Any proposals affecting the special architectural or historic interest of the interior of a listed building will require an application for listed building consent. Where consent is sought for a number of proposals a detailed schedule of works, method statement and list of materials in addition to the relevant measured drawings, should be submitted with the application.

Where the demolition or rebuilding of a listed building is proposed, the application should be accompanied by relevant professional assessments (CARE or conservation accredited) i.e. a detailed survey of the building or structure affected, a full structural assessment, any relevant timber and damp surveys with accompanying recommendations and a specification of works. Floor plans and elevations indicating the level of alteration or demolition will also be required as well as a structural survey clearly demonstrating how any remaining building or structure will be supported during the course of the works.

In addition to the assessment of significance, a statement of justification will be required. The statement of justification should explain why the proposed works are desirable or necessary and ultimately will achieve the optimum viable use of the listed building. The justification will assist in understanding the reasons for the application. The justification should take into account the relevant paragraphs 189 – 202 in “Conserving and enhancing the historic environment” of the National Planning Policy Framework and the Historic Environment Good Practice Advice published by Historic England.

Proposed works to specific elements of a building or structure such as windows, doors, eaves details, shop fronts, or for example, internal decorative plasterwork, joinery, fireplaces, floor coverings, boundary treatments or building construction methods especially where they are unusual in some way, will require detailed measured drawings. Depending on the feature being illustrated, the scale should be at 1:5, 1:10 or 1:20.

The scope and degree of detail necessary in the written justification will vary according to the particular circumstances of each application.

Development within the curtilage of or affecting the setting of Listed Buildings, Scheduled Ancient Monuments or Historic Parks and Gardens

Assessments for developments which are proposed within the curtilage of or affect the setting of a Listed Building, scheduled Ancient monument, Historic Parks and Gardens (within or affecting the setting of) must include a statement of any impacts. The assessment must include design principles and concepts that have been applied including consideration of the impact, scale, massing, siting, layout, appearance, character, materials and any potential new use. As above, the application must include a statement of significance, which demonstrates an understanding of the historical, archaeological, architectural and artistic interest of the affected buildings or site and demonstrate how the proposals preserve and enhance the character. In addition to the measured drawings required, streetscene plans may also be required, where new development is proposed, to clearly illustrate the local context, the potential impact of the development on the skyline, roofscape views and vistas as well as proposed boundary treatments. Applications which will impact on more significant assets, multiple heritage assets, or changes considered likely to have a major effect on significance will require a more detailed analysis of views and setting and may require a "Zone of Theoretical Visibility" or the scope of potential viewpoints agreed with the local planning authority.

Applications for development within or affecting the setting of a Conservation Area

Assessments for development affecting (within or adjacent to) Conservation Areas should address how the proposal has been designed to have regard to the character and/or appearance of the conservation area and to explain how the proposal enhances or preserves its character or appearance with reference to the relevant Conservation Area Appraisal (CAA) and Conservation Area Management Plan (CAMP). The applicant should clearly demonstrate how new development will make a positive contribution to local character and distinctiveness. The assessment must include design principles and concepts that have been applied including consideration of the impact, scale, massing, height, siting, layout, appearance, character, materials and any potential new use. In addition to the measured drawings required, streetscene plans may also be required where new development is proposed to clearly illustrate the local context, the potential impact of the development on the skyline, roofscape views and vistas as well as proposed boundary treatments.

Where the demolition of a building, structure or boundary treatment sited within a Conservation Area is proposed, a planning application will be required. There are certain exceptions to this requirement. In addition to the assessment of significance, a statement of justification will be required. In a conservation area, the onus is on safeguarding the future of buildings which make a positive contribution to the character or appearance of the designated heritage asset. The statement of justification should explain why the proposed works are desirable or necessary and how any potential harm has been minimised. The justification will assist in understanding the reasons for the application. The justification should take account of the relevant paragraphs 189 – 202 in "Conserving and enhancing the historic environment" of the National Planning Policy Framework and the Historic Environment Good Practice Advice published by Historic England.

A structural survey will be required in support of the demolition of any buildings in Conservation Areas and, where relevant, a financial appraisal, which should include an analysis of the current value, an analysis of the detailed costs of repair, alteration and extension and the likely end value of the building. A financial comparison should be provided between this option and the option for redevelopment including demolition. The application should include demolition floor plans and elevations as well as a structural survey clearly

demonstrating how the remaining building will be supported during the course of the works. Where an applicant is seeking to justify the demolition of a building on the basis that a replacement building will contribute more positively to the area than the building being removed, the statement must include a justification of how the design of the new building is more successful than the building being replaced.

Applications for development on sites which contain Archaeological remains

A heritage assessment will also be required where a development site is thought likely to contain archaeological remains. If a field evaluation is required this should be undertaken in accordance with the ClfA standard and guidance for the archaeological investigation and recording of standing buildings or structures. The relevant historic environment record held by the Greater Manchester Archaeological Advisory Service should also be consulted. This statement will detail what site assessment (including an appraisal of standing buildings) and evaluation has been carried out and detail what mitigation measures are proposed, should the scheme be permitted.

17. HOUSING DEVELOPMENT STATEMENTS

AFFORDABLE HOUSING STATEMENT

Threshold – Requirement for Full or Outline planning applications for housing developments proposing 10 or more residential units or where the site has an area of 0.5 hectares or more in “hot” market locations (Altrincham and open countryside) and “moderate” market locations (Sale, Urmston and Stretford) and 15 or more residential units in “cold” market locations (Partington, Carrington and Old Trafford).

Required by Policy L2 of the Trafford Core Strategy and the NPPF

This statement should include the following elements: -

- The number of affordable residential units;
- The mix of affordable units in terms of type, (intermediate / social rented) and size (number of bedrooms and gross floorspace);
- Plans showing the location of affordable housing units;
- How the affordable housing units are to be managed and, where this involves an RSL, their details.

Where the developer proposes a lower proportion of affordable housing or a different mix to that outlined within Policy L2 of the Trafford Core Strategy, then detailed justification should be provided to support the proposal within this statement.

For outline applications where it is not possible to specify the affordable housing provision in detail, a statement of intent should be submitted outlining how affordable housing is intended to be provided and whether the site will comply with the provisions set out.

Further details can be found within the Council’s SPD1: Planning Obligations.

DEVELOPMENT ON GREENFIELD LAND (INCLUDING DOMESTIC GARDENS)

Threshold – Requirement for Full or Outline Planning Applications for housing developments on greenfield land within the urban area.

Residential development consisting of 10 dwellings or more or with a site area of 0.5 hectares or more where the number of dwellings is not yet known.

Required by Policy L1 of the Trafford Core Strategy and the NPPF

The Statement should demonstrate how the provisions of Paragraph L1.7 of the Trafford Core Strategy have been met.

Threshold – Requirement for Full or Outline Planning Applications for housing developments on greenfield sites outside of the urban area.

Required by Policy L1 of the Trafford Core Strategy and the NPPF

The statement should demonstrate the following elements: -

- a. How the development will create sustainable communities;
- b. How the development will contribute to the Plan's overall objectives including the economic growth of the City Region and the provision of affordable housing;
- c. How the development of the land will not compromise the Council's achievement of its brownfield land target over the Plan period.

The statement should also demonstrate that the development would satisfy the tests set out at L1.7 – L1.9 of the Trafford Core Strategy

MEETING HOUSING NEEDS

Threshold – Requirement for Full and Outline planning applications for the following:

Residential development consisting of 10 dwellings or more or with a site area of 0.5 hectares or more where the number of dwellings is not yet known.

Required by Policy L2 of the Trafford Core Strategy and the NPPF

The statement should outline how the proposed development will:

- Make a contribution to the creation of mixed and sustainable local communities;
- Be adaptable to the needs of its residents over time;
- Contribute to meeting the target split between small and large accommodation;
- Increase the provision of family homes

18. LANDSCAPE / TOWNSCAPE VISUAL IMPACT ASSESSMENT

Threshold - Requirement for all buildings that would be significantly higher than their neighbours' or make a recognisable impact on the skyline or where sites are considered to be particularly sensitive, in landscape/townscape or visual terms.

Required by Policy L7 of the Trafford Core Strategy and the NPPF

The Landscape / Townscape Visual Impact Assessment should identify the effects of the development on landscape and townscape as a resource in its own right and on specific views and general visual amenity experienced by people, including the cumulative effects of the proposed development in conjunction with other developments.

Further guidance can be found in the Landscape Institute's Guidelines for Landscape and Visual Impact Assessment 3rd Edition – May 2013

19. NOISE ASSESSMENT

Threshold – Requirement for Full and Outline planning applications for the following:

- Development that generates high levels of noise or vibration, such as industrial or commercial developments using noisy machinery (e.g. joinery workshops, refrigeration and extraction plant and equipment), noisy sports, bars and nightclubs etc.
- Development of noise sensitive uses (e.g. housing) adjacent to major sources of noise such as roads, railways, entertainment venues and industrial premises

Required by Policy L5 of Trafford Core Strategy and the NPPF

For further technical advice regarding the scope and content of a noise assessment, please contact the Council's Regulatory Services on 0161 912 1377 or environmental.protection@trafford.gov.uk.

20. OPEN SPACE ASSESSMENT

Threshold – Requirement for Full and Outline Planning applications for the following:

- Development affecting land allocated as Protected Open Space or any other recreational (formal and informal) open space and buildings

Required by Policy R5 of the Trafford Core Strategy and the NPPF

Open space, sports and recreational buildings and land should not be built on unless an assessment has been undertaken which clearly shows the land/buildings to be surplus to requirements. For open space, 'surplus to requirements' should include consideration of all the functions that open space can perform. In the unlikely circumstance that a specific sport or recreation facility or provision has not been assessed in the Council's Green & Open Space: Assessment of Need (June 2009), the applicant must provide an independent assessment which should be accompanied by plans showing any areas of existing or proposed open space within or adjoining the application site. Applicants will need to agree the scope of any such assessment with the council, and consult the local community to demonstrate that their proposals are widely supported by them. Reference should be made to the Council's Green and Open Spaces - An Assessment of Need dated June 2009. Further guidance is available within the NPPF.

21. PLANNING OBLIGATIONS AND COMMUNITY INFRASTRUCTURE LEVY (CIL)

PLANNING OBLIGATION DRAFT HEADS OF TERMS

Threshold – Requirement for Full and Outline planning applications for the following:

- Implementation of any off-site mitigation measures as identified within a Transport Assessment
- Delivery mechanism for affordable housing as identified within an Affordable Housing Assessment
- Any other developments where it is deemed necessary for a legal agreement to be used to secure infrastructure or services

Required by Core Strategy Policy L8 and the NPPF

Planning obligations (or section 106 agreements) are private agreements negotiated between local planning authorities and persons with an interest in a piece of land (or developers), and are intended to make acceptable development which would otherwise be unacceptable in planning terms.

Where a legal agreement is needed to secure infrastructure or affordable housing in line with revised SPD1 Planning Obligations 2014, a planning obligation draft heads of terms should be submitted with the planning application. The applicant must provide their solicitor's full contact details, proof of title and identification of other ownership interests with their submission.

A payment will be required to cover the administrative costs of the Council's Legal Team.

Copies of SPD1 are available to download from the Council's website www.trafford.gov.uk.

VIABILITY ASSESSMENTS

All planning applications where a developer considers that, on viability grounds, a reduced level of planning obligations should be provided in respect of a development.

Required by Policy L8 of the Trafford Core Strategy and the NPPF

In accordance with guidance in NPPF and NPPG and to improve accountability, the Local Planning Authority will make the viability assessment publically available by publishing it in full on its website alongside other documents that form part of the planning submission. Planning applications will not be validated without a viability assessment, where one is required.

Viability information should be presented in accordance with the guidance in Appendix 1. Where additional clarity is required, during the application process, applicants should expect to provide evidenced justification for specific inputs and outputs underpinning the viability assessment.

Where an exemption from publication is sought for specific inputs, this information should be aggregated in the main viability assessment for publication and a breakdown provided under separate cover with a supporting document providing full justification for the exemption. Whether an exemption is granted will be at the discretion of the Local Planning Authority.

A payment of £5,760 (exclusive of VAT) will be required to cover the Council's costs in assessing the viability information, including the Council's retained viability consultant to analyse and interrogate the contents of the viability assessment and any supporting documentation. Details of the entity to be invoiced and an email address to direct the invoice to should therefore accompany the submission of the planning application. Applicants will be invoiced on validation of the planning application. If the standard build and abnormal costs are deemed to be at a significant level when compared to standard benchmarks and one of the main reasons for a viability challenge for the subject site - the applicant will be required to pay an additional fee to enable the Council to undertake an independent cost plan review. If an unusual level of input is required into the assessment of viability, a further payment may need to be made. Where this is the case, the need for and amount of the payment would be discussed with the applicant in advance of an invoice being raised.

COMMUNITY INFRASTRUCTURE LEVY (CIL) – QUESTION FORM

All planning applications that comprise any of the following:

- **Development in excess of 100 square metres (GIA)**
- **Householder application for works or extension to a house**
- **The creation of a new dwelling**
- **The conversion of a building**

CIL Charging Schedule approved by full council 26 March 2014

The Community Infrastructure Levy (CIL) allows Local Authorities in England and Wales to set a financial levy on developments to provide essential infrastructure to support planned growth. Trafford's CIL Community Infrastructure Levy Charging Schedule was approved by Council on 26 March 2014 and became effective on 07 July 2014.

All submissions that are for the above types of application must be accompanied by a completed CIL Question Form in order for the CIL Charging Authority to determine if an application is chargeable or not.

22. STATEMENT OF COMMUNITY INVOLVEMENT

Threshold – Requirement for Full and Outline planning applications for the following:

- **Development proposals for 10 residential units and above**
- **Development proposals for 1,000 sq.m and above of non residential floorspace**

Required by the Council's Statement of Community Involvement (2015)

This statement should outline the process undertaken, any views which have been sought and how these have influenced the development proposals. Small scale developments such as house extensions will not require community involvement but applicants are encouraged to discuss their proposals with neighbours and people who are affected. Further guidance on the type and nature of consultation required is outlined within the Council's Statement of Community Involvement.

23. TELECOMMUNICATIONS SUPPORTING INFORMATION

Threshold – Requirement for all applications for mast and antenna development

Required by Code of Practice on Mobile Network Development (2002).

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. Planning applications should also be accompanied by a signed declaration that the equipment and installation has been designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP). Further guidance on the information that may be required is set out in the Code of Best Practice on Mobile Network Development in England (2016).

24. TOWN CENTRE STATEMENT (Sequential Assessment, Impact Assessment)

Threshold – Requirement for Full or Outline planning applications as follows:

- Sequential Assessment for all main town centre development (retail, office, leisure and hotel) in an edge of centre or out of centre location where it is not in accordance with an up to date development plan document
- Impact Assessment for all retail and leisure developments above 2,500 sq,m gross floorspace in an edge of centre or out of centre location where it is not in accordance with an up to date development plan policy

Required by Policy W2 of the Trafford Core Strategy and the NPPF.

Full details of what should be included are set out in paragraphs 86 – 90 of the NPPF.

25. TRANSPORT ASSESSMENT (TA)/TRANSPORT STATEMENT (TS) /TRAVEL PLAN (TP)

Threshold – Requirement for Full and Outline Planning Applications for the following:

Land use	Size	No assessment	TA/TS	TP
Food retail (E(a))	GFA	<250sq. m	>250sq.m = TS >800sq.m = TA	>800sq. m
Non-food retail (E(a))	GFA	<800sq.m	>800sq.m = TS >1500sq.m =TA	>1500sq.m
Financial and Professional Services (E(c))	GFA	<1000sq.m	>1000sq.m = TS >2500sq.m = TA	>2500sq.m
Restaurants and Café (E (b))	GFA	<300sq.m	>300sq.m =TS >2500sq.m = TA	>2500sq.m
Drinking Establishments (Sui Generis)	GFA	<300sq.m	>300sq.m =TS >600sq.m = TA	>600sq.m

Hot food Takeaway (Sui Generis)	GFA	<250sq.m	>250sq.m = TS >500sq.m = TA	>500sq.m
Business (E(g))	GFA	<1500sq.m	>1500sq.m = TS >2500sq.m = TA	>2500sq.m
General Industrial (B2)	GFA	<2500sq.m	>2500sq.m =TS >4000sq.m =TA	>4000sq.m
Storage or Distribution (B8)	GFA	<3000sq.m	>3000sq.m =TS >5000sq.m =TA	>5000sq.m
Hotels (C1)	Beds	<75 beds	>75beds =TS >100 beds =TA	>100 beds
Residential Institutions (C2) – Hospitals, nursing homes	Beds	<30 beds	>30 beds = TS >50 beds =TA	>50 beds
Residential Institutions (C2) – Education	Students	<50 students	>50 students =TS >150 students = TA	>150 students
Residential Institutions (C2) – institutional hostels	Residents	<250 residents	>250 residents =TS >400 residents =TA	>400 residents
Dwelling Houses (C3)	Dwelling Unit	<50 units	>50 units =TS >80 units =TA	>80 units
Non residential Institutions (D1)	GFA	<500sq.m	>500sq.m =TS >1000sq.m =TA	>1000sq.m
Assembly and leisure (E (d))	GFA	<500sq.m	>500sq.m =TS >1500sq.m =TA	>1500sq.m
Others	To be discussed	Discuss with appropriate highway authority	Discuss with appropriate highway authority	Discuss with appropriate highway authority

Table based on DfT :Guidance on Transport Assessment
GFA – Gross Floor Area

Required by Policy L4 of the Trafford Core Strategy and the NPPF

A TP is a package of measures produced by developers/employers to encourage staff to use alternatives to single-occupancy car-use whilst a TA is a comprehensive and systematic process that sets out any transport issues relating to the proposed development. This document should identify what measures will be taken to deal with the anticipated transport impacts of the scheme and to improve accessibility and safety for all modes of travel, particularly for alternatives to the car such as walking, cycling and public transport. In some cases, the transport issues arising out of development proposals may not require a full TA and in these instances, a simplified report in the form of a TS will be required. If a TA is required, this should consider the level of traffic to be generated and its potential impact on existing highways and identify any necessary mitigation measures. It should also demonstrate that the development has made adequate provision for access by walking and cycling and has considered links to public transport and any necessary public transport improvements.

If you would like to discuss the scope of a required TA, TS or TP, please contact the Council's Highway Department at traffordtraffichaconsultations@amey.co.uk.

Threshold – Any development that falls below the thresholds set out in the box above but generates additional parking demand

Relevant details (e.g. numbers of staff / pupils / bedrooms / amount of floorspace etc.) will be required to allow the proposals to be properly assessed against the Council's car, cycle and motorcycle parking standards. These are contained within SPD3: Parking Standards and Design, which is available on the Council's website.

26. TREE SURVEY

Threshold – Requirement for Full, Householder, Outline and Reserved Matters applications for the following:

Where there are trees within the application site, or on land adjacent to it that could influence or be affected by the development (including street trees).

Required by Policy R2 of the Trafford Core Strategy

Information will be required on which trees are to be retained and on the means of protecting these trees during construction. This information should be prepared by a suitably qualified and experienced arboriculturist. Full guidance on the survey information, protection plan and method statement that should be provided with the application is set out in the current BS5837 'Trees in relation to construction'.

27. TREES – APPLICATION FOR TREE WORKS

Threshold - Applications for tree works: works to trees subject to a Tree Preservation Order (TPO) or notification of proposed works to trees in a Conservation Areas (CA)

Required by Policy R2 of the Trafford Core Strategy and the NPPF

For works to trees subject to a Tree Preservation Order, the following must be provided:

- Completed and dated application form, with all [mandatory] questions answered;
- Sketch plan showing the location of all tree(s);
- A full and clear specification of the works to be carried out
- Statement of reasons for the proposed work; and
- Evidence in support of statement of reasons, where required by the standard application form.

For notification of works to trees in conservation areas, it is important to supply precise and detailed information on your proposal. The following must be provided:

- Sketch plan showing the location of all tree(s); and
- A full and clear specification of the works to be carried out.

You may wish to include these details on the Standard application form.

Where the trees are protected by a TPO or in a conservation area, please indicate which of the following types of additional information you are submitting:

- Report by a tree professional (arboriculturist) or other (surveyor or engineer for alleged subsidence).
- Details of any assistance or advice sought from a Local Planning Authority officer prior to submitting this form

28. WASTE MANAGEMENT STRATEGY

Threshold – All applications for full planning permission for the following:

- **All town centre development proposals, including new build development and changes of use, regardless of the size of the proposal.**
- **All new residential apartment schemes.**

Required by Policy L7 of the Trafford Core Strategy and the NPPF

Applicants are advised to discuss proposals for new development within town and district centres with the Council's Town Centres Team.

Waste Management Strategies should be proportionate in length and detail to the development proposed.

29. WIND IMPACT ASSESSMENT

Threshold – All applications that include tall buildings (30 m or more in height), where any free standing buildings significantly exceed the prevailing building heights in the immediate area, and for any other proposals where the development is likely to have an adverse effect upon the wind microclimate.

Required by Policy L7 of the Trafford Core Strategy and the NPPF

A Wind Impact Assessment should be prepared by a suitably qualified wind engineer, indicating the impact of the proposal on the comfort level of the public spaces within and surrounding the development.


A wind tunnel test will be required with results reported in accordance with Lawson Criteria.

PART THREE – CHECKLIST

The table below provides a quick checklist for the most common types of applications. Where an item may or may not be required (C), please refer to Parts 1 and 2 above.

	Full Planning Application	Outline Planning Application	Reserved Matters Application	Householder Application	Listed Building Consent Application	Application for Advertisement Consent	Application for Prior Notification of proposed agricultural development	Application for Lawful Development Certificate (existing and proposed)
Application Form	R	R	R	R	R	R	R	R
Ownership Certificate	R	R		R	R		R	R
Notice to owner	R	R		R	R		R	R
Fee	C	C	R	C		R	R	R
Design and Access Statement	C	C	C	C	R			
Location Plan	R	R	R	R	R	R	R	R
Site Layout Plan	C	C	C	R	C	R	R	C
Existing and Proposed Elevations	C	C	C	R	C	R	R	C
Existing and Proposed Floorplans	C	C	C	R	C		R	C
Existing and Proposed Site Sections, Floor and Site Levels	C	C	C	C	C		C	C
Roof Plans	C	C	C	C	C		C	C
Streetscene elevations	C	C	C	C	C		C	C
Affordable Housing Statement	C	C						
Air Quality Assessment	C	C						
Accommodation Schedule	C	C	C					
Accurate Visual Representations	C	C	C					
Carbon Budget Statement	C	C						
Crime Prevention Plan	C	C						
Daylight and Sunlight Assessment	C	C	C					
Ecological and Biodiversity Survey	C	C		C				
Employment Land Assessment	C	C						
Environmental Impact Assessment	C	C	C					
Equalities Statement	C	C	C					C
Façade Design Analysis	R	C	C					
Flood Risk Assessment	C	C		C				
Green Belt Impact Statement	C	C		C				
Heritage Assessment	C	C	C	C	R	C	C	
Landscape and Visual Impact Assessment	C	C	C					
Noise Assessment	C	C						
Open Space Assessment	C	C						

Planning Obligations Draft Heads of Terms	C	C						
Viability Assessment	C	C						
Community Infrastructure Levy (CIL) Question Form	C	C		R				
Town Centre Statement	C	C						
Statement of Community Involvement	C	C	C					
Telecommunications Supporting Information	C							
TA/TS/TP	C	C						
Tree Survey	C	C	C	C	C		C	
Waste Management Strategy	C		C					
Wind Impact Assessment	C	C	C					

R – Required; C – Conditional see Parts 1 and 2 above; -  Not Required

	Application for prior notification for Telecommunications operators	Application for Prior Notification for Demolition	Application for Hedgerow Removal Notice	Application for Tree Works: Works to Trees Subject to a Tree Preservation Order (TPO) or Notification of Proposed Works to Trees in Conservation Areas	Applications for removal or variation of a condition following grant of planning permission	Discharge of condition following grant of planning permission	Application for non material amendment to existing planning permission
Application Form	R	R	R	R	R	R	R
Ownership Certificate	R	R	R				R
Notice to owner	R	R	R				R
Agricultural Certificate	R	R	R				R
Fee	R	R	R	R	R	R	R
Design and Access Statement	C						
Location Plan	R	R	R	R	R	C	C
Site Layout Plan	R	R	R	R	C	C	C
Existing and Proposed Elevations	C				C	C	C
Existing and Proposed Floorplans	C				C	C	C
Existing and Proposed Site Sections, Floor and Site Levels		C	C	C	C	C	C
Roof Plans					C	C	C
Streetscene elevations	C	C			C	C	C
Affordable Housing Statement					C	C	
Air Quality Assessment					C	C	
Accommodation Schedule					C	C	C
Accurate Visual Representations					C	C	C

Carbon Budget Statement					C	C	
Crime Prevention Plan					C	C	
Daylight and Sunlight Assessment					C	C	C
Ecological and Biodiversity Survey					C	C	
Employment Land Assessment					C	C	
Environmental Impact Assessment					C	C	
Equalities Statement					C	C	C
Façade Design Analysis					C	C	C
Flood Risk Assessment					C	C	
Green Belt Impact Statement	C				C	C	
Heritage Assessment	C	C	C	C	C	C	
Landscape and Visual Impact Assessment					C		
Noise Assessment					C	C	
Open Space Assessment					C	C	
Planning Obligations Draft Heads of Terms					C	C	
Viability Assessment					C		
Community Infrastructure Levy (CIL) Question Form					C	C	
Town Centre Statement					C	C	
Statement of Community Involvement					C		
Telecommunications Supporting Information					C	C	
TA/TS/TP	C		C	R	C	C	
Tree Survey	C		C		C	C	
Waste Management Strategy					C	C	
Wind Impact Assessment					C	C	C

R – Required; C – Conditional see relevant section above; - Not Required

TRAFFORD COUNCIL APPLICATION VALIDATION CHECKLIST: FEBRUARY 2021

APPENDIX 1

GUIDANCE FOR THE PRODUCTION OF A VIABILITY APPRAISAL

Validation Checklist - Approach to Viability in Planning	
Viability Methodology	<ul style="list-style-type: none">• If an Applicant cannot provide a policy compliant suite of developer contributions, a ‘<i>viability case</i>’ should be made that will be assessed by the LPA.• The viability methodology must follow the requirements set out in adopted policy and guidance in the NPPF and NPPG on Viability.• The production of appraisals and evidence is wholly the Applicant’s responsibility. It is not the LPA’s consultant’s role to produce evidence and their own appraisal, but to assess the evidence and appraisals produced by the Applicant and decide whether the information provided is robust and evidence based to be able to come to a conclusion on the financial viability of the scheme.• The Applicant should provide a minimum of two appraisals. One which reflects their offer and one which reflects a fully policy compliant scheme.• The viability appraisals should be presented in an industry standard appraisal format summary page with supporting cash flow (Argus Developer Software preferred).• All inputs and assumptions used in the viability appraisal should be evidenced and justified. Stating that it is the industry norm is not a good enough justification.
Aspirational Return	Developer
	<ul style="list-style-type: none">• The NPPG (2019) states:<ul style="list-style-type: none">○ <i>“Potential risk is accounted for in the assumed return for developers at the plan making stage. It is the role of developers, not plan makers or decision makers, to mitigate these risks. The cost of fully complying with policy requirements should be accounted for in benchmark land value. Under no circumstances will the price paid for land be relevant justification for failing to accord with relevant policies in the plan.”</i> (para. 18).• The aspirational developer return will be part of the developer’s proposal. The developer will make their case for the appropriate return, which must reflect Benchmark Land Value and policy compliance.• Due to the reduced risk profile, affordable housing should be at a lower percentage return to the

	<p>developer.</p> <ul style="list-style-type: none"> • The developer return applied to different residential tenures and non-residential planning uses will need separate justification.
<p>Aspirational Land Value</p>	<p>Benchmark</p> <ul style="list-style-type: none"> • The NPPG (2019) is clear in how the Benchmark Land Value (BLV) should be estimated. The BLV needs to reflect all costs, including developer return and policy compliance. For clarity, the NPPG does not recommend a methodology of comparison between BLV and Residual Land Value (RLV). • The BLV should be estimated based on the NPPG's (2019) required approach: <ul style="list-style-type: none"> ○ <i>"To define land value for any viability assessment, a benchmark land value should be established on the basis of the existing use value (EUV) of the land, plus a premium for the landowner. <u>The premium for the landowner should reflect the minimum return at which it is considered a reasonable landowner would be willing to sell their land. The premium should provide a reasonable incentive, in comparison with other options available, for the landowner to sell land for development while allowing a sufficient contribution to fully comply with policy requirements.</u>" (para. 13).</i> • The NPPG (2019) states that the new benchmark land value should: <ul style="list-style-type: none"> ○ <i>"be based upon existing use value</i> ○ <i>allow for a premium to landowners...</i> ○ <i><u>reflect the implications</u> of abnormal costs; site-specific infrastructure costs; and professional site fees</i> ○ <i>...In decision making, the cost implications of all relevant policy requirements, including planning obligations and, where relevant, any Community Infrastructure Levy (CIL) charge should be taken into account."</i> (para. 14) • The first component of the BLV is the Existing Use Value. The NPPG (2019) is clear that the: <ul style="list-style-type: none"> ○ <i>"EUV is the value of the land in its existing use. Existing use value is not the price paid and <u>should disregard hope value.</u>" (para. 15).</i> • A premium should not apply when the development site has already been purchased by a developer or land promoted from the landowner land is not subject to change of use. • A premium should not apply when a development site has already been purchased by a developer or land promoter from the landowner. A land promoter is defined as any organisation that intends to dispose of plots of land to a third party to develop out, and will not develop the site themselves. Land promoters should pay a discounted amount for the land they purchase, typically between 15% and 20% discount to Open Market Value, and so do not require an additional incentive. • The new NPPG (2019) is also clear that <i>"where viability assessment is used to inform decision making under no circumstances will the price paid for land be a relevant justification for failing to accord with relevant policies in the plan. Local authorities can request data on the price paid for</i>

	<p><i>land (or the price expected to be paid through an option agreement).” (para. 14).</i></p> <ul style="list-style-type: none"> • The Applicant should provide the land acquisition price or price expected to be paid through an option as well as purchaser costs including legal fees and agent fees. This should all be evidenced. • Alternative Use Value (AUV) can only be used if it complies with adopted planning policy, there is a strong justification for why the Applicant is not pursuing the alternative use and the alternative use is cable of implementation. The NPPG (2019) states that no premium should be applied to the AUV.
GDV – Sales Values	<ul style="list-style-type: none"> • Detailed comparable evidence should be provided with justification for the predicted sales values. • The transactional data should be comparable with the development in terms of type, location, quality and age. • If there are a lack of new-build comparables, second-hand comparables can be used, though it should be noted that there is a premium in sale values with new-builds. • Comparables should include the price per square foot and date of sale/asking price. • A schedule of unit sizes and estimated sale values should accompany the viability case. • Estate agent estimations are not independent and will not be accepted as evidence, unless they are supported with detailed comparable evidence with a narrative.
GDV – Ground Rent	We await Government’s confirmation on how ground rents will be treated.
GDV – Commercial Investment Value	<ul style="list-style-type: none"> • Detailed comparable evidence should be provided with justification for the predicted rents and yields • The transactional data should be comparable with the development in terms of location, quality and age (New-builds). • If there are a lack of new-build comparables, second-hand comparables can be used, though it should be noted that there is a premium in rents and yields with new-builds. • Comparables should include the annual rental value per square foot and date of investment sale or rent review. • All assumptions made when valuing the investment should be listed and justified with evidence. • A Purchaser’s cost would usually be expected as a deduction to account for stamp duty (SDLT), Agent Fees and Legal Fees.
Affordable Houses	<ul style="list-style-type: none"> • Affordable houses are sold to Registered Providers (RPs) at a discount on Open Market Value (OMV). • Intermediate product should be valued at around 70% OMV. • Affordable Rent should be valued at around 50% OMV. • Social Rent should be valued at around 45% OMV.

	<ul style="list-style-type: none"> Affordable houses typically are transferred to an RP at the point of completion of the dwelling through a golden brick/land and build contract, this should be reflected in the cash flow. We would usually see the affordable houses cash flowed with an upfront land payment (usually around 25% of the affordable housing value) and funding throughout the build contract for the remaining affordable housing value. As stated in the aspirational return section, the return on the affordable element should be lower than the market element due to these units being pre-sold which results in reducing the risk associated with the product. A return of 6% for affordable housing product has been upheld in a number a number of recent Inspectors' decisions such as APP/H1840/S16/3158916; Wychavon District Council (2016): <i>"6% profit on the value of the affordable element would be appropriate to reflect the lower risk involved with affordable housing provision."</i>
Standard Build Costs	<ul style="list-style-type: none"> A detailed cost plan should be produced by the Applicant to support their viability case including preliminary costs and overheads and profit referenced as percentages. Build cost rates should be evidenced and benchmarked by comparable schemes and widely recognised databases such as BCIS. BCIS data needs to be adjusted to reflect the specific circumstances of the project and Applicant. If the build cost rate is at the upper end of the comparable schemes, detailed justification is required to explain why.
Abnormals	<ul style="list-style-type: none"> Abnormal costs are those that the developer perceives to be in addition to 'normal' cost that would be expected to be incurred in the delivery of development. The Abnormal element will be a treatment over and above standard, primarily to deal with difficult ground conditions. Detailed evidence and justification should be provided as to why the identified abnormal costs are needed including any site investigation reports and detailed cost plans. The NPPG (2019) is clear how abnormal costs and site-specific infrastructure costs should be treated when estimating BLVs: <i>"reflect the implications of abnormal costs; site-specific infrastructure costs; and professional site fees"</i> (para. 14).
Cost Plan Review	<ul style="list-style-type: none"> If the standard build and abnormal costs are deemed to be at a significant level when compared to standard benchmarks and one of the main reasons for a viability challenge for the subject site, the Applicant is required to pay an additional fee to enable the Council to undertake an independent cost plan review.
Finance Cost	<ul style="list-style-type: none"> A cash flow that was used to substantiate the finance costs, showing spend and revenue received, should be submitted by the Applicant. The Applicant should also state and justify the build period and sale period for the scheme,

	<p>including the estimated percentage of pre-sales (mainly for apartment schemes).</p> <ul style="list-style-type: none"> • The Applicant is required to evidence and justify the finance rate used.
Professional fees	<ul style="list-style-type: none"> • A detailed list of appointments and fees is required, with supporting evidence. • Professional fees should also be stated as a percentage of total build cost.
Sales & Marketing & Legal Fees	<ul style="list-style-type: none"> • Sales, marketing and legal fees should only be applied to the market housing of the scheme. • A breakdown of sales, marketing and legal fees per property should be produced. • Within Trafford we would expect legal fees at around £500 to £750 per property, depending on the size of the development.
Projection Model/Overage Agreements	<ul style="list-style-type: none"> • If a development cannot fund its planning obligations due to viability, then the LPA will enter into an overage with the developer based on a Projection Model. • The NPPG (2019) provided guidance on overage agreements: <ul style="list-style-type: none"> ○ <i>“Where contributions are reduced below the requirements set out in policies to provide flexibility in the early stages of a development, there should be a clear agreement of how policy compliance can be achieved over time. As the potential risk to developers is already accounted for in the assumptions for developer return in viability assessment, realisation of risk does not in itself necessitate further viability assessment or trigger a review mechanism. Review mechanisms are not a tool to protect a return to the developer, but to strengthen local authorities’ ability to seek compliance with relevant policies over the lifetime of the project.”</i> (para. 9). • A Projection Model will be used to capture the ‘super profit’¹.
Approach to Negotiations	<ul style="list-style-type: none"> • The NPPG (2019) states: <ul style="list-style-type: none"> ○ <i>“In plan making and decision making viability helps to strike a balance between the aspirations of developers and landowners, in terms of returns against risk, and the aims of the planning system to secure maximum benefits in the public interest through the granting of planning permission.”</i> (para. 10). • The above is the basis on which all negotiations will be undertaken.

¹ ‘Super profit’ is any additional value from the sale of houses that generate an outturn that is greater than the predicted Sales Values in the Applicant’s viability assessment.

APPENDIX 2

NORTHWEST SUDS PROFORMA

DRAFT

NORTH WEST SuDS PRO-FORMA

This pro-forma is a requirement for any planning application for major development².

It supports applicants in summarising and confirming how surface water from a development will be managed sustainably under current and future conditions.

Your sustainable drainage system should be designed in accordance with [CIRIA The SuDS Manual C753](#) and any necessary adoption standards.

HOW TO COMPLETE

Blue Box	Instruction/ Question
Orange Box	Evidence Required
White Box	To be completed by Developer / Consultant

1. Complete ALL white boxes
2. Submit this pro-forma to the Local Planning Authority, along with:
 - Sustainable Drainage Strategy
 - Site Specific Flood Risk Assessment (if required)
 - Minimum supporting evidence, as indicated in orange boxes of this pro-forma.

GUIDANCE TO SUPPORT YOU

The pro-forma should be completed in conjunction with 'Completing your SuDS Pro Forma Guide.'

The pro-forma can be completed using freely available tools such as [Tools for Sustainable Drainage Systems](#) or appropriate industry standard surface water management design software.

² as defined in Section 2 of [Statutory Instrument 2015 No. 595](#) or on sites of 0.5 hectares in Critical Drainage Areas.

SECTION 1. APPLICATION & DEVELOPMENT DETAILS

Planning Application Reference <i>(if available)</i>	
State type of planning application <i>i.e. Pre-application, Outline, Full, Hybrid, Reserved Matters*</i> <i>*Information only required if drainage is to be considered as part of reserved matters application</i>	
Developer(s) Name:	
Consultant(s) Name:	
Development Address <i>(including postcode)</i>	
Development Grid Reference <i>(Eastings/Northings)</i>	
Total Development Site Area (Ha)	
Drained Area (Ha)* of Development	
Please indicate the flood zone that your development is in. Tick all that apply. <i>Based on the Environment Agency Flood Map for Planning and the relevant Local Authority Strategic Flood Risk Assessment (to identify Flood Zones 3a/3b).</i>	Flood Zone 1 <input type="checkbox"/> Flood Zone 2 <input type="checkbox"/> Flood Zone 3a <input type="checkbox"/> Flood Zone 3b <input type="checkbox"/>
What is the surface water risk of the site? Tick all that apply. <i>Based on the Environment Agency Surface Water Flood Map.</i>	High <input type="checkbox"/> Medium <input type="checkbox"/> Low <input type="checkbox"/>
Have you submitted a Site Specific Flood Risk Assessment (FRA)? <i>See separate guidance notes for clarification on when a FRA is required</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Have you submitted a Sustainable Drainage Strategy?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Does your drainage proposal provide multi-functional benefits via SuDS?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Expected Lifetime of Development (years) <i>Refer to Planning Practice Guidance "Flood Risk and Coastal Change" Paragraph 026</i>	
Development Type:	State Proposed Number of Residential Units / Quantum of commercial floorspace
Greenfield Site • <i>Site is wholly undeveloped, and a new drainage system will be installed</i>	<input type="checkbox"/>
Previously Developed/ Brownfield Site <i>Site is already developed, and the entirety of the existing surface water drainage system will be used to serve the new development (evidence must be provided to prove existing surface water drainage system is reusable); <u>OR</u></i> <i>Where records of the previously developed system are not available so that the hydraulic</i>	<input type="checkbox"/>

<i>characteristics of the system cannot be determined or where the drainage system is not in reasonable working order i.e. broken, blocked or no longer operational for other reasons, then one of the approaches outlined in Section 24.5 of The SuDS Manual (C753) should be adopted.</i>		
Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 1.		

SECTION 2: IMPERMEABLE AREA AND EXISTING DRAINAGE

	Existing (E)	Proposed (P)	Change (P – E)
State Impermeable Area (Ha)			
Evidence Required: Plans showing development layout of site with existing and proposed impermeable areas.			<input type="checkbox"/>

Are there existing sewers, watercourses, water bodies, highway drains, soakaways or filter drains on the site?	Yes <input type="checkbox"/> No <input type="checkbox"/> Don't Know <input type="checkbox"/>
Evidence Required: Plan(s) showing existing layout to include all: <ul style="list-style-type: none"> Watercourses, open and culverted Water bodies – ponds, swales etc. Sewers, including manholes Highway drains, include manholes, gullies etc. Infiltration features - soakaways, filter drains etc. 	<input type="checkbox"/>

Drainage Design <i>Outline planning applications should be able to demonstrate that a suitable drainage system is achievable.</i> <i>All other type of planning application should provide full details or reference to previous planning application where drainage details have been submitted or approved.</i>	
Select which design approach you are taking to manage water quantity (refer to Section 3.3 SuDS Manual)	
Approach 1 – Volume control / Long Term Storage (Technical Standards S2/3, S4/5) <ul style="list-style-type: none"> The attenuated runoff volume for the 1 in 100 year 6 hour event (plus climate change allowance) is limited to the greenfield runoff volume for the 1 in 100 year 6 hour event, with any additional runoff volume utilising long term storage and either infiltrated or released at 2 l/s/ha The discharge rate for the critical duration 1 in 1 year event is restricted to the 1 in 1 year greenfield runoff rate The discharge rate for the critical duration 1 in 100 year event (plus climate change allowance) is restricted to the 1 in 100 year greenfield runoff rate 	<input type="checkbox"/>
Approach 2 – Qbar (Technical Standards S6) <ul style="list-style-type: none"> Justification has been provided that the provision of volume control/long term storage is not appropriate and an attenuation only approach is proposed. All events up to the critical duration 1 in 100 year event (plus climate change allowance) are limited to Qbar (1 in 2 year greenfield rate) or 2 l/s/ha, whichever is greater. 	<input type="checkbox"/>
Evidence Required: Plans showing: <ul style="list-style-type: none"> Existing flow routes and flood risks Modified flow routes Contributing and impermeable areas Current (if any) and proposed 'source control' and 'management train' locations of sustainable drainage components (C753 Chapter 7) Details of drainage ownership 	<input type="checkbox"/>

- Details of exceedance routes (Technical Standards S9)
- Topographic survey
- Locations and number of existing and proposed discharge points

Note consideration should be given to manage surface water from both impermeable and permeable surfaces (including gardens and verges) likely to enter the drainage system.

Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 2.

SECTION 3: PEAK RUNOFF RATES – TECHNICAL STANDARDS S2, S3 AND S6 (UNLESS S1 APPLIES)

Rainfall Event	Existing Rate (l/s)	Greenfield Rate (l/s)	Proposed Rate (l/s) <i>Previously developed sites - In line with S3 should be equivalent to Greenfield runoff rates – discuss with LLFA if this is not achievable pre-application</i>
Qbar <i>(Approach 2)</i>			
1 in 1 Year Event <i>(Approach 1)</i>			
1 in 30 Year Event			
1 in 100 Year Event* <i>(Approach 1)</i>			
<p>* Total discharge at the 1 in 100 year rate should be restricted to the greenfield runoff volume for the 1 in 100 Year 6 hour event with additional volumes (long-term storage volume) released at a rate no greater than 2 l/s/ha where infiltration is not possible. The climate change allowance should only be applied to the proposed rate and not the existing or greenfield rate.</p>			
Evidence Required:			
Methodology used to calculate peak runoff rate clearly stated and justified.			<input type="checkbox"/>
Impermeable areas plan, supported by topographical survey confirming positive drainage.			<input type="checkbox"/>
Hydraulic calculations and details of software used.			<input type="checkbox"/>

State the hydraulic method used in your calculations
(Refer to Table 24.1 of The SuDS Manual)

Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 3.

SECTION 4: DISCHARGE VOLUME – TECHNICAL STANDARDS S4, S5 AND S6 (UNLESS S1 APPLIES)

Rainfall Event	Existing Volume (m ³)	Greenfield Volume (m ³)	Proposed Volume (m ³)
1 in 100 Year 6 Hour Event <i>(Approach 1)</i>			
Does the below statement apply to your development proposal? Long term storage is not achievable on this site and, in accordance with S6 of the Non Statutory Technical Standards for SuDS, the surface water discharge rates for events up to and including the 1 in 100 year critical event are limited to Qbar (Approach 2)			Yes <input type="checkbox"/> No <input type="checkbox"/>
Evidence Required: Approach to managing the quantity of surface water leaving the site clearly stated and justified Methodology used to calculate discharge volume clearly stated and justified. Hydraulic calculations and details of software used.			<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 4.			

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SECTION 5: STORAGE – TECHNICAL STANDARDS S7 AND S8

State climate change allowance used (%)	
State housing density (houses per ha)	
State urban creep allowance used (%)	
Evidence Required: State / used in appropriate industry standard surface water management design software.	<input type="checkbox"/>

State storage volume required (m³) <i>(excluding non-void spaces)</i> <i>Must include an allowance for climate change and urban creep</i>	
Have you incorporated interception into your design? <i>(Refer to Chapter 24 of The SuDS Manual C753)</i> <i>Where possible, infiltration or other techniques are to be used to try and achieve zero discharge to receiving waters for rainfall depths up to 5mm.</i>	Yes <input type="checkbox"/> No <input type="checkbox"/>
Evidence Required: Drainage plans showing location of attenuation and all flow control devices and supporting calculations.	<input type="checkbox"/>

Summarise how storage will be provided for 1 in 30 year event on site. <i>Storage must be designed to ensure that at no flooding occurs onsite in a 1 in 30 year event except in designated areas and no flooding occurs offsite in a 1 in 100 year (plus climate change allowance) event.</i>	
Summarise how storage will be provided for 1 in 100 year (plus climate change) event on site. <i>Where storage above the 1 in 30 year rainfall event is provided in designated areas designed to accommodate excess surface water volumes, plans showing storage locations and surface water depths and supported by calculations used in appropriate industry standard surface water management design software. It is important to run a range of duration events to ensure the worst case condition is found for each drainage element on the site</i>	
Evidence Required: Plans showing size and location of storage and supporting calculations. Where there is controlled flooding, extents and depths must be indicated.	<input type="checkbox"/>

Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 5.	
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SECTION 6: WATER QUALITY PROTECTION

Contaminated surface water run-off can have negative impacts on the quality of receiving water bodies. The potential level of contamination will influence final the design of an appropriate treatment train as part of your sustainable drainage system.

Is the proposal site known to be or potentially contaminated?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<ul style="list-style-type: none"> If the site is contaminated, it should be demonstrated that the sustainable drainage system will not increase the risk of pollution to controlled waters though the mobilisation of contaminants and/or creation of new pollution pathways. 		

Confirm the <i>Pollution Hazard Level</i> of the proposed development - Tick <u>ALL</u> that apply		
<i>Refer to Pollution Hazard Indices for different Land Use Classifications in Table 26.2 of The SuDS Manual C753 for further guidance.</i>		
Pollution Hazard Level <i>Tick <u>ALL</u> that apply</i>	Surface water run-off from the proposed development will drain from:	
VERY LOW	<input type="checkbox"/>	<ul style="list-style-type: none"> Residential roofs
LOW	<input type="checkbox"/>	<ul style="list-style-type: none"> Other roofs (typically commercial/industrial roofs) Individual property driveways, residential car parks, low traffic roads (e.g. cul de sacs, home-zones and general access roads) Non-residential car parking with infrequent change (e.g. schools, offices) i.e. < 300 traffic movements/day
MEDIUM	<input type="checkbox"/>	<ul style="list-style-type: none"> Commercial yard and delivery areas Non-residential car parking with frequent change (e.g. hospitals, retail) All roads except low traffic roads and trunk roads/motorways³
HIGH	<input type="checkbox"/>	<ul style="list-style-type: none"> Sites with heavy pollution (e.g. haulage yards, lorry parks, highly frequented lorry approaches to industrial estates, waste sites) Sites where chemicals and fuels (other than domestic fuel oil) are to be delivered, handled, stored, used or manufactured Industrial sites Trunk roads and motorways¹

If the development's Pollution Hazard Level is 'Very Low' or 'Low', has the sustainable drainage design been risk assessed and appropriate mitigation measures included?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<ul style="list-style-type: none"> If the proposed development has a very low or low polluting potential, you should design your sustainable drainage system to include an appropriate treatment train in accordance with The SuDS Manual (C753). 		

If the development's Pollution Hazard Level is 'Medium' or 'High', is the application supported by a detailed water quality risk assessment?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<ul style="list-style-type: none"> If the proposed development has a high polluting potential, a detailed risk assessment <u>will</u> be required to identify an appropriate SuDS treatment train and ensure compliance with Paragraph 170 of the National Planning Policy Framework. If the proposed development has a medium polluting potential, a detailed risk assessment <u>may</u> be required depending on the nature, scale and location of the development. 		

Has pre-application advice on water quality been obtained from the Environment Agency?	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If YES, provide details:		

³ Motorways and trunk roads should follow the guidance and risk assessment process set out in Highways Agency (2009).

Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 6.

SECTION 7: DETAILS OF YOUR SUSTAINABLE DRAINAGE SYSTEM

a) Function of your Sustainable Drainage System

Do your proposals store rainwater for later use (as a resource)?	Yes <input type="checkbox"/> No <input type="checkbox"/>
Evidence Required: Please provide a brief sentence in the adjacent white box to describe how this function has been achieved.	

Do your proposals promote source control to manage rainfall close to where it falls? (e.g. promoting natural losses through soakage, infiltration and evapotranspiration)	Yes <input type="checkbox"/> No <input type="checkbox"/>
Evidence Required: Please provide a brief sentence in the adjacent white box to describe how this function has been achieved.	

Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 7a.	
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b) Hierarchy of Drainage Options – Planning Practice Guidance

The proposed method of discharge are set out within order of priority. Generally, the aim should be to discharge surface run off as high up the following hierarchy of drainage options as reasonably practicable.

Proposed method of surface water discharge		Is this proposed?	
Hierarchy Level 1: Into the ground (via infiltration)		Yes <input type="checkbox"/> No <input type="checkbox"/>	
If YES - Evidence Required		If NO – Evidence Required Tick ALL that apply	
<input type="checkbox"/>	A. Completed Infiltration Checklist from The SuDS Manual (C753) Appendix B <i>An editable version of this form is available on SusDrain website.</i>	<input type="checkbox"/>	A. Site investigation to demonstrate that the ground is not free draining. Test results to be provided in accordance with: <ul style="list-style-type: none"> The methodology within BRE 365 (2016), OR Falling head permeability tests BS EN ISO 22282-2: 2012
<input type="checkbox"/>	B. British Geological Survey (BGS) Infiltration SuDS Map	<input type="checkbox"/>	B. NOTE: where an applicant is unable to access a site to undertake testing, e.g. where unable to access a site for an outline application, they can submit a SuDS GeoReport or similar.
<input type="checkbox"/>	C. Infiltration testing to BRE 365 (2016) or falling head permeability tests to BS EN ISO 2228-2: 2012 (optional for outline)	<input type="checkbox"/>	C. Evidence to confirm that infiltration to ground would result in a risk of deterioration to ground water quality.
<input type="checkbox"/>	‘Plan B’ sustainable drainage plan and statement of approach with an alternative	<input type="checkbox"/>	D. Geotechnical advice from a competent person* which

	discharge method, in case infiltration proposals are proven not feasible upon further site specific ground investigation e.g. to consider seasonal variations to groundwater.			determines that infiltration of water to ground would pose an unacceptable risk of geohazards to the site and/or local area. <i>*Note: Competent person may include a Chartered Engineer, Chartered Geologists, Registered Ground Engineering Professionals (RoGEP).</i>
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Proposed method of surface water discharge		Is this proposed?	
Hierarchy Level 2: To a surface water body (<i>select type</i>) <i>NOTE: Consent from LLFA or Permit from Environment Agency may be required – refer to guidance</i>		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
		<input type="checkbox"/> Main river	<input type="checkbox"/> Canal
		<input type="checkbox"/> Ordinary watercourse	<input type="checkbox"/> Other water body
If YES - Evidence Required		If NO – Evidence Required Tick ALL that apply	
<input type="checkbox"/>	Surface water body / watercourse survey and report	<input type="checkbox"/>	Plan showing nearby watercourses and waterbodies AND <input type="checkbox"/> Statement providing justification in your Sustainable Drainage Strategy <i>Note: Where third party land is cited as a barrier, you should provide visibility of discussions held to date with the riparian landowner of the waterbody.</i>

Proposed method of surface water discharge		Is this proposed?	
Hierarchy Level 3: To a surface water sewer. N.B. Trafford will not accept surface water drainage to a highway drain		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
		<input type="checkbox"/> Surface water sewer	
If YES - Evidence Required		If NO – Evidence Required Tick ALL that apply	
<input type="checkbox"/>	Written correspondence from Water and Sewerage Company regarding proposed connection.	<input type="checkbox"/>	Plan showing nearby sewers AND <input type="checkbox"/> Statement providing justification in your Sustainable Drainage Strategy

Proposed method of surface water discharge		Is this proposed?	
Hierarchy Level 4: To combined sewer		Yes <input type="checkbox"/> No <input type="checkbox"/> N/A <input type="checkbox"/>	
If YES - Evidence Required		If NO – Evidence Required	
<input type="checkbox"/>	Written correspondence from Water and Sewerage Company	N/A	

Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 7b.	
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c) Proposed SuDS Component Types

Tick ALL that apply					
Within property boundary	<input type="checkbox"/> Rainwater harvesting	<input type="checkbox"/> Green/ blue roofs	<input type="checkbox"/> Pervious pavements [Type: A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/>	<input type="checkbox"/> Soakaway	<input type="checkbox"/> Bio retention systems

Tick ALL that apply					
Within development site boundary <i>(not property)</i>	<input type="checkbox"/> Infiltration system [Type: <input type="checkbox"/> Surface level <input type="checkbox"/> Below ground]		<input type="checkbox"/> Filter strips	<input type="checkbox"/> Filter drains	<input type="checkbox"/> Swales
	<input type="checkbox"/> Bio retention system	<input type="checkbox"/> Detention basins	<input type="checkbox"/> Ponds and wetlands	<input type="checkbox"/> Attenuation tanks/ Oversized pipes	<input type="checkbox"/> Other (state below)
	If 'Other' please state:				

Off site <i>(not within the boundary of the proposed development)</i>	Please state:
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I confirm that the above selected components have been designed in accordance with The SuDS Manual (C753).	I confirm <input type="checkbox"/>
I confirm that the management of flows resulting from rainfall in excess of a 1 in 100 year plus climate change rainfall event, and their exceedance route(s), has been fully considered in order to minimise the risks to people, property (new and existing) and infrastructure.	I confirm <input type="checkbox"/>

Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 7c.	
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Please list any relevant document and or drawing numbers (including revision reference) to support your answers to Section 8.	
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DECLARATION AND SUBMISSION

This pro-forma has been completed using evidence from information which has been submitted with the planning application.

The information submitted in the Sustainable Drainage Strategy and site-specific Flood Risk Assessment (FRA), where submitted, is proportionate to the site conditions, flood risks and magnitude of development and I agree that this information can be used as evidence to this sustainable drainage approach.

Agent Details			
Completed by		Email Address	
		Telephone Number(s)	
Signed off by		Accreditation(s) and/or Qualification(s) of Signatory	
Date <i>(dd/mm/yyyy)</i>		Company	

Client Details			
Name		Company	

APPENDIX 3

NORTH WEST SUDS PRO FORMA GUIDANCE (see separate document)

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North West SuDS Pro-forma

Guidance for completing your pro-forma

Endorsed and recommended for use by:



Version	Date Agreed	Authors
Version 1	April 2020	Kevin Baker (Sefton Council) Philip Carter (Environment Agency) Francis Comyn (Rochdale Council) Laura Makeating (Merseyside FCERM Partnership) – Technical Lead Graham Perry (United Utilities) Helen Renyard (Cumbria County Council) Adam Sugden (Fylde Council) Dianne Taylor (Lancashire County Council) Sophie Tucker (United Utilities) - Technical Lead
Version 2	July 2020	Sophie Tucker (United Utilities) – Technical Lead Sally Whiting (North West RFCC)

Website: [The Flood Hub](#)

This website is an online resource which has been funded by the North West Regional Flood and Coastal Committee as a one stop shop for flood advice and information across the North West.

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WHAT DO I NEED TO SUBMIT WITH MY PLANNING APPLICATION?

It is important that your application can demonstrate the site can be sustainably drained; this is a principle of development. This should be demonstrated at the earliest opportunity.

If your development proposal is for major development¹, or in a Critical Drainage Area, regardless of your type of planning application, you must submit the following with your application for planning permission:

- 1. Site Specific Flood Risk Assessment (FRA)** - Where one is required under the [National Planning Policy Framework](#) and applicable Local Plan policies. In some cases, these also require you to submit a Sequential Test and/or Exception Test.
- 2. Sustainable Drainage Strategy** – This will include your overall approach and is where you will evidence your approach to surface water management. E.g. plans, drawings, calculations etc. It will also take account of any requirements identified in the FRA.
- 3. Sustainable Drainage Strategy: Pro-forma** – The pro-forma summarises and confirms the details contained within your Sustainable Drainage Strategy and Site Specific Flood Risk Assessment. It is intended to ensure all aspects of sustainable drainage have been considered. The information supplied should be appropriate and proportionate to the planning stage, further information can be gained from contacting your Local Planning Authority or Lead Local Flood Authority.

This document may form part of the Local Planning Authority's 'Planning Validation Checklist.' Planning applications for major development and for sites of 0.5 hectares in Critical Drainage Areas that are not submitted with the above information will not be regarded as a 'valid' application.

This document contains information and guidance about what you need to submit in support of your major planning application.

¹ Major development is defined in Section 2 of [Statutory Instrument 2015 No. 595](#).

COMPLETING YOUR SUSTAINABLE DRAINAGE STRATEGY AND SUDS PRO-FORMA

What is a Sustainable Drainage Strategy?

The purpose of a Sustainable Drainage Strategy is to set out how surface water from a development site will be managed sustainably under both current and future conditions, and to support your proposed approach with appropriate evidence, such as drainage calculations and relevant plans and drawings.

The Sustainable Drainage Strategy must also set out how all sustainable drainage components are intended to be managed and maintained over the lifetime of the development to ensure that the sustainable drainage system will continue to perform throughout its design life.

How is a Sustainable Drainage Strategy different to a Site-Specific Flood Risk Assessment (FRA)?

A Site-Specific FRA assesses all sources of flood risk to and from the site and elsewhere, as a result of the development.

A Sustainable Drainage Strategy demonstrates how surface water from the development will be managed in line with national and local requirements for sustainable drainage systems and should incorporate the findings and address risks identified in the site specific FRA.

What is the purpose of the Pro-forma?

The pro-forma will support your planning application by ensuring that your sustainable drainage design, contained within your Sustainable Drainage Strategy, has considered and appropriately evidenced everything it needs to, reducing the risk of delays or refusal of your application as a result of a lack of information about sustainable drainage proposals.

What if I don't submit the pro-forma with my application?

The pro-forma may be a requirement of the planning validation checklist in the Local Planning Authority area your development proposal is in. This means if you do not submit a completed pro-forma your application will not be 'valid' and therefore will not be processed by the Local Planning Authority until a completed SuDS pro-forma has been received.

Where this pro-forma is not a requirement of the planning validation checklist it is strongly advised that a completed pro-forma is submitted as this will help to ensure that the minimum required information regarding your drainage proposals has been provided.

How do I complete the pro-forma?

You must fill in all white boxes in the pro-forma for the document to be accepted as complete. This guidance note will support you in completing the pro-forma.

FURTHER HELP AND ADVICE

It is advised that you employ an appropriately qualified drainage engineer to design all aspects of your site drainage, including taking account of in perpetuity maintenance of the system.

We would also encourage your drainage engineer to work with the landscape architect for the site.

Online tools and information

The [UK SuDS](#) and [Susdrain](#) websites are helpful in answering common questions on sustainable drainage design and also provide a range of tools, guidance and examples.

[UK Sustainable Drainage Guidance & Tools website](#), supported by HR Wallingford Ltd, provides a comprehensive list of frequently asked questions (FAQs).

The pro-forma can be completed using freely available tools such as [Tools for Sustainable Drainage Systems](#) or appropriate Industry Standard surface water management design software.

Pre-application service

Many Local Authorities offer a 'pre-application' service which enables applicants to obtain guidance and feedback from planning and other specialist officers before submitting their planning application, including from the Lead Local Flood Authority.

This service provides an opportunity for applicants to identify and discuss potential issues before submitting planning applications reducing the risk of applications being refused or delayed. There may be a charge for this service.

SECTION 1. APPLICATION AND DEVELOPMENT DETAILS

What is meant by 'Drained Area' of Development'?

Any area that may contribute to flows within the proposed drainage system. They may be either from permeable or impermeable areas and can also include areas from outside the proposed development area.

Do I need to submit a Site-Specific Flood Risk Assessment (FRA)?

Under **Footnote 50 of Paragraph 163 of the [National Planning Policy Framework](#)** a Site-Specific FRA is required if your development is:

- in Flood Zones 2 and 3 (this applies to all development types)
- in Flood Zone 1, for proposals involving: sites of 1 hectare or more
- on land which has been identified by the Environment Agency as having critical drainage problems
- on land identified in a strategic flood risk assessment as being at increased flood risk in future
- on land that may be subject to other sources of flooding, where its development would introduce a more vulnerable use

If your development proposal meets any of these criteria, there are no exemptions to a Site-Specific FRA and you must submit one in order for your planning application to be validated by the Local Planning Authority.

What information does my Flood Risk Assessment need to include?

The information your Site-Specific FRA needs to include is contained within ['Flood risk assessment for planning applications'](#) and the [Planning Practice Guidance](#).

Reference should also be made to the Local Planning Authority's Strategic Flood Risk Assessment for locally specific guidance and information.

The detail and technical complexity of any Site-Specific FRA will reflect the scale, nature and location of your development proposal.

What if I am unable to complete a Site-Specific Flood Risk Assessment?

It is recommended that someone appropriately qualified is employed to undertake an FRA. If you meet the requirements for a Site-Specific FRA and you must submit one for your planning application to be validated by the Local Planning Authority.

How do I work out the expected lifetime of the development?

The [Planning Practice Guidance](#) states all residential developments have an expected minimum lifetime of 100 years, unless there is specific justification for considering a shorter period.

For non-residential development, you need to specify how long you expect the development to last taking account of the advice given in the [Planning Practice Guidance](#).

Development Type - What is classified as 'Greenfield' and 'Previously Developed'?

It is important that you are clear on the difference between 'Greenfield' and 'Previously Developed' sites in the context of drainage – not planning – and therefore the surface water drainage design standard expected for your development site.

Previously Developed / Brownfield

If you are proposing to use an existing drainage system for surface water management on your development site, your drainage system can be designed to 'previously developed' standards. For sites covered by buildings or impermeable hard surfaces this may require a reduction to existing rates to be applied in order to satisfy local planning policies – please check with your Local Planning Authority (LPA).

For the avoidance of doubt, 'use of an existing drainage system' means utilising the **entirety** of the existing drainage system on site and does not refer to simply the point of discharge.

- **Example:** If you are proposing to demolish an existing building and replace it with a new building but will use the existing means of surface water removal in entirety, this would be classified as 'previously developed.'

Greenfield

If you are proposing to install a new drainage system for surface water management on your development site then your drainage system must be designed to 'greenfield' standards, even if the land has been previously developed. It may be worth checking your Local Planning Authority's Local Plan for a local policy position.

- **Example 1:** If you are proposing to construct buildings on land which has been previously developed (i.e. brownfield) but are installing a new surface water drainage system connecting to the existing outfall, this would be classified as 'greenfield.'
- **Example 2:** If you are proposing to construct buildings on unbuilt 'green' land and will be installing a new surface water drainage system connecting to a new or existing outfall, this would be classified as 'greenfield.'

SECTION 2: IMPERMEABLE AREA AND EXISTING DRAINAGE

How do I work out the impermeable area?

Anything that has, or will have, impermeable surfaces within the curtilage of your development site must be included here. This includes impermeable roads, footpaths and buildings.

What should be considered as existing flow routes and flood risks?

Any flows that will enter and cross the development site. The catchment area above the site should also be considered and details of how these existing flow routes will be managed through the site so that flooding is not increased either within or outside the site.

Do I need to consider flows coming onto the site?

Yes, any flows that are likely to flow onto the site need to be considered as part of the planning submission. Details on how the flows enter the site and how they will be managed once the development is complete should be included.

For example, surface water from adjacent land may run overland across the development site. You must assess how best to deal with this runoff and ensure you do not block its path with the new development. You may need to mitigate against this potential flood risk by creating a flow path through the site or diverting the flow around the site.

What areas should be considered for the contributing areas in hydraulic models?

Any areas flowing into the drainage system should be considered as part of the contributing areas. These can be either permeable or impermeable areas. You should consider how you will achieve this if your software package only assumes runoff from impermeable areas.

SECTION 3: PEAK RUNOFF RATES

Why is this information required?

[Defra's Technical Standards for Sustainable Drainage Systems](#) require peak runoff rates from development sites to be restricted in line with Technical Standards S2, S3 and S6, unless S1 applies.

What is the 'peak runoff rate'?

This is the maximum flow rate at which surface water runoff leaves the site during the critical storm event.

How do I calculate Existing Runoff Rates from Previously Developed / Brownfield sites?

The available methods of calculating runoff rates from previously developed sites are outline in **Chapter 24.5 of [The SuDS Manual \(C753\)](#)**. Discuss with the LLFA if you are unsure.

How do I calculate Greenfield Runoff Rates?

The available methods of calculating Greenfield runoff rates are outline in **Chapter 24.3 of [The SuDS Manual \(C753\)](#)**. Discuss with the LLFA if you are unsure.

What about watercourses discharging to estuarial waters that are tidally affected?

Where the drainage system discharges to a surface water body that can accommodate uncontrolled surface water discharges without any impact on flood risk from that surface water body (e.g. the sea or a large estuary) the peak flow control standards and volume control technical standards need not apply.

Confirm with your LLFA prior to planning application submission.

Which methodologies should be used to calculate discharge rates?

Methodologies listed in **Chapter 24 of [The SuDS Manual \(C753\)](#)** are considered appropriate.

What values do I use for Qbar?

Qbar is the peak rate of flow from a catchment for the mean annual flood, a return period of approximately 1:2.3 years. Qbar_{rural} should be used for this value.

What must I limit proposed post-development surface water discharge rates to?

That depends on the approach you take to limiting the amount of surface water discharged from the site.

Approach 1 (Long Term Storage) controls discharge rate and discharge volume by providing long-term storage, allowing an attenuated volume equivalent to the 1:100 year 6 hour greenfield event to be discharged at the greenfield 1:100 year rate for the 1 in 100 year 6 hour event (plus an allowance for climate change). Additional post-development runoff volume should be infiltrated into the ground or released at a rate no greater than 2 l/s/ha.

Therefore, in accordance with Standard S2 and S3 of [Defra's Technical Standards for Sustainable Drainage Systems](#) the following discharge rates from the development to any, sewer or surface water body must be achieved:

Greenfield Site: For greenfield developments, the peak runoff rate from the development to any sewer or surface water body for the 1 in 1 year rainfall event **and** the 1 in 100 year rainfall event should never exceed the peak greenfield runoff rate for the same event.

Previously Developed Site:

For developments which were previously developed, the peak runoff rate from the development to any drain, sewer or surface water body for the 1 in 1 year rainfall event **and** the 1 in 100 year rainfall event must be as close as reasonably practicable to the greenfield runoff rate from the development for the same rainfall event, but should never exceed the rate of discharge from the development prior to redevelopment for that event.

Approach 1 is the preferred approach but is only appropriate when the volume of surface water discharged from the site for the 1 in 100 (plus climate change) 6 hour event is limited to the greenfield equivalent. This is achieved through the use of long-term storage (if the actual greenfield volume cannot be achieved) which will either be infiltrated into the ground or released at a rate no greater than 2 l/s/ha.

Approach 2 (Attenuation Only) provides an alternative where the greenfield runoff volume cannot be achieved/it can be demonstrated that long term storage is unachievable. In accordance with S6 of [Defra's Technical Standards for Sustainable Drainage Systems](#), which requires runoff volume to be discharged at a rate that does not adversely affect flood risk, rainfall events up to and including the 1:100 year (plus climate change) event should be attenuated and released at the greenfield Q_{bar} rate.

For more information you can refer to the following:

- **Chapter 3.3 of [The SuDS Manual \(C753\)](#)**
- **[Rainfall runoff management for developments](#)** (Environment Agency)
- **[Assessing attenuation storage volumes for SuDS](#)** (CIRIA)

To mitigate for climate change the proposed 1 in 100 year (plus climate change allowance) rainfall event must be no greater than the existing 1 in 100 year rainfall event runoff rate. If this cannot be achieved, surface water flood risk increases under climate change.

To avoid delays or refusal it is advisable to confirm with your LLFA that your proposed discharge rate is acceptable prior to submission if the rate of discharge is higher than the greenfield equivalent. The proposed rate must be justified and appropriately evidenced as there is a presumption that greenfield rates are achievable for the majority of sites.

What volumetric and routing coefficients should I use?

You should not assume software package default values will be acceptable – you must be able to justify the parameters you have used. Refer to **Chapter 24 of [The SuDS Manual \(C753\)](#)** for more information

How can I restrict flow rates?

It is recommended that you refer to [The SuDS Manual \(C753\)](#) for options of how to restrict your flow rate(s), essentially the options available are:

- vortex control systems
- inlets, outlets and flow control systems

SECTION 4: DISCHARGE VOLUME

What is 'discharge volume' and why must I consider it?

Discharge volume is the total volume of water leaving the development site for a particular rainfall event.

Introducing new impermeable surfaces increases surface water runoff and therefore can increase flood risk within and outside the development. By understanding the increase in surface water runoff volume measures can be taken to attenuate flows and mitigate any potential flood risk outside of the development.

[Defra's Technical Standards for Sustainable Drainage Systems](#) require runoff volume from development sites to be restricted in line with Technical Standards S4, S5 and/or S6, unless S1 applies.

What must proposed post-development surface water discharge volume be limited to?

In line with Standard S4 and S5 of [Defra's Technical Standards for Sustainable Drainage Systems](#) the following discharge volumes from the development to any, sewer or surface water body must be achieved:

Greenfield Site: For greenfield development, the runoff volume from the development to any sewer or surface water body in the 1 in 100 year, 6 hour rainfall event should never exceed the greenfield runoff volume for the same event.

Previously Developed Site: For developments which have been previously developed, the runoff volume from the development to any sewer or surface water body in the 1 in 100 year, 6 hour rainfall event must be constrained to a value as close as is reasonably practicable to the greenfield runoff volume for the same event, but should never exceed the runoff volume from the development site prior to redevelopment for that event.

Where it is not reasonably practicable to constrain the volume of runoff to any drain, sewer or surface water body in accordance with the above, the runoff volume must be discharged at a rate that does not adversely affect flood risk (usually Q_{bar}). Discuss with your LLFA pre-application if this is not achievable.

Why do I need to calculate the runoff volume for the 100 year 6 hour storm event?

This is a simple method of calculating the volume of surface water discharging from a development site to determine whether there will be an increase in runoff volume discharging to the downstream catchment and subsequently whether there will be an increase in flood risk

By using a single specific storm event such as the 100 year 6 hour storm event, we are able to compare the volumetric runoff response from the existing site and the developed site.

The greenfield runoff volume generated by the 100 year 6 hour storm is the maximum volume that can be attenuated and discharged at the 1:100 year greenfield discharge rate. Additional volume generated as a result of development for the 1:100 (plus climate change event) 6 hour storm should utilise long-term storage and either infiltrate into the ground or discharge at a rate of 2 l/s/ha.

For more information, refer to the FAQ section on [uksuds.com](https://www.uk-suds.com).

How can I demonstrate that the proposed post-development surface water discharge volume has taken account of climate change?

To mitigate for climate change, the volume discharge from site during the 1:100 year + climate change event should be no greater than the greenfield_1 in 100 year event.

The appropriate climate change allowance must be applied. **See guidance under Section 5** for what climate change allowance you need to apply.

SECTION 5: STORAGE

Why is this information required?

[Defra's Technical Standards for SuDS](#) requires flood risk within the development to be considered and the sustainable drainage system designed to ensure flooding doesn't occur on-site or elsewhere during certain rainfall events in line with Technical Standards S7, S8 and S9.

How can I provide storage for surface water?

To slowly release surface water at a restricted (attenuated) rate you will need to provide storage where excess flows can be held.

Paragraph 165 of the [National Planning Policy Framework](#) encourages multifunctional benefits of sustainable drainage systems and opportunities to achieve this are encouraged, for example through the use of detention basins, ponds, wetlands and swales.

It can be more cost effective to store volumes of water across a site in sub-catchments as part of the SuDS management train rather than storing at one location prior to discharge ([Assessing attenuation storage volumes for SuDS, CIRIA fact sheet](#)).

Please note that regardless of the approach used, it is important to run a range of duration events to ensure the worst case condition is found for each drainage element on the site.

What climate change allowance do I need to provide?

The capacity of SuDS must provide effective drainage for the development, taking account of the likely impacts of climate change and the likely changes in impermeable area within the site over the lifetime of the development.

To establish the correct climate change allowance to apply to your sustainable drainage design, you must start by confirming the expected [lifetime of your development](#).

Taking this into account, most Lead Local Flood Authorities require you to apply the 'Upper End' allowance of 40% set out in Table 1 below. **Discuss with the Lead Local Flood Authority if unsure.**

Table 1: Climate change allowance to be applied

Maximum lifetime of the development	'2020s' (2015 to 2039)	'2050s' (2040 to 2069)	'2080s' (2070 to 2115)
Climate change allowance to be applied	10%	20%	40%

Source: Table 2 of ['Flood risk assessments: climate change allowances'](#).

What rates should I use for Urban Creep?

Urban creep is the conversion of permeable surfaces to impermeable over time e.g. surfacing of front gardens to provide additional parking spaces, extensions to existing buildings, creation of large patio areas.

The appropriate allowance for urban creep should be included in the design of the drainage system over the lifetime of the proposed development.

In accordance with Section 24.7.2 of [The SuDS Manual \(C753\)](#) and Section 8.3 of [BS 8582:2013 Code of practice for surface water management for development sites](#), to allow for future urban expansion within the development an increase in paved surface area of 10% is to be applied if there is no specified value stipulated by the Lead Local Flood Authority or Local Planning Authority.

SECTION 6: WATER QUALITY PROTECTION

Why do I need to consider water quality in my proposal?

All surface water runoff is, to some degree, contaminated. You are asked to identify the pollution hazard level associated with the proposed development. This is the first stage in identifying an appropriate surface water SuDS treatment train as part of your drainage design to consider the risks of pollution to controlled waters.

This information is required to satisfy **Paragraph 170 of the [National Planning Policy Framework](#)** and is therefore necessary to consider before a surface water drainage strategy can be agreed.

Why do I need to consider if the ground is contaminated?

The previous use of the site will also influence the type of sustainable drainage system proposed. For example, if the ground is contaminated the use of infiltration would not be appropriate.

This is acknowledged within Section 7b of the pro-forma as a reason why infiltration has been discounted '*Evidence to confirm that infiltration to ground would result in a risk of deterioration to ground water quality*'.

How can I demonstrate that I have considered water quality?

You can take measures to reduce contamination and therefore negative impacts on the water quality of receiving water bodies by including an appropriate treatment train as part of your sustainable drainage system in accordance with [The SuDS Manual \(C753\)](#).

The level of treatment required in the surface water drainage system will be dependent on the nature and scale of the proposed development. This is called the 'pollution hazard level' and once this is known [The SuDS Manual \(C753\)](#) provides detailed technical guidance on how to quantify which SuDS features will provide an appropriate level of treatment for a given land use.

What if my development poses a medium or high pollution hazard level?

For all high pollution hazard level developments, a more detailed assessment of the pollution risks from surface waters will be required as an appropriate surface water SuDS treatment train cannot be established without it. This information will be required before a surface water drainage strategy can be agreed.

For some medium pollution hazard level developments, further detailed assessment will be required to consider the risks of pollution to controlled waters and determine what SuDS features would be most appropriate. This information will be required before a surface water drainage strategy can be agreed.

Developments with a High and / or Medium pollution hazard potential may also require an [Environmental Permit from the Environment Agency](#). For proposals of this nature, it is advisable to undertake pre-application discussions with the Environment Agency. The Environment Agency charge for providing detailed planning guidance through their discretionary advice service. More information is available [here](#).

On contaminated sites, sufficient information should be submitted to demonstrate that the SuDS components proposed will not increase the risk of pollution to controlled waters through the mobilisation of contaminants and/or the creation of new pollution pathways.

What if my development poses a low pollution hazard level?

For low pollution hazard level developments, you should incorporate an appropriate surface water SuDS treatment train into the design of your sustainable drainage system. [The SuDS Manual \(C753\)](#) provides detailed technical guidance on how to quantify which SuDS features will provide an appropriate level of treatment for your given land use.

SECTION 7: DETAILS OF YOUR SUSTAINABLE DRAINAGE SYSTEM

Functions of your Sustainable Drainage System

Development often alters natural drainage by replacing free draining and/or vegetated ground with impermeable surfaces, gullies, pipes and channels. These changes result in an increase in the total volume and flow of runoff from a site.

For this reason, it is encouraged for applicants to consider how they can first utilise rainwater as a resource within their proposals, and to promote source control (managing rainfall close to where it falls) which promotes natural losses through soakage, infiltration and evapotranspiration.

This will help to reduce discharges of surface water from site in the smaller rainfall events, helping to retain it onsite similar to the pre-developed condition.

What is the SuDS Hierarchy?

The hierarchy of drainage options is outlined in the [Planning Practice Guidance](#).

Generally, the aim should be to discharge surface run off as high up the following hierarchy of drainage options as reasonably practicable.

This is outlined as follows, in order of priority:

- 1. into the ground (infiltration);**
- 2. to a surface waterbody;**
- 3. to a surface water sewer;**
- 4. to a combined sewer.**

Applicants must submit robust justification and appropriate evidence, to demonstrate how each level has been discounted. The evidence required at each stage of the hierarchy is specified in the 'Evidence Required' column of the pro-forma.

When can infiltration be used in drainage design?

Infiltration allows surface water runoff to infiltrate into the ground and should be used wherever possible. Infiltration is encouraged to be used alongside and in addition to other SuDS techniques, for example, to deliver interception for the upstream hardstanding areas, and can help reduce the amount of attenuation required for a site and replicate greenfield conditions for frequent rainfall events. Where ground conditions allow, discharge to ground via infiltration can be used as the effective outfall for surface water disposal (as per the above hierarchy).

Maximising infiltration, for example through source control measures, reduces the volume of runoff and can therefore reduce the volume of attenuation you need to provide as part of your sustainable drainage system.

Infiltration can also:

- be effective at pollutant removal via filtering through the soils
- be simple and cost-effective to construct and maintain

Why do I need to submit a 'Plan B' sustainable drainage design?

For proposals, particularly outline applications, where the effective outfall is to ground (via infiltration) the applicant should consider an alternative 'Plan B' sustainable drainage design utilising an alternative discharge method, for the event that infiltration proposals are not feasible upon site specific ground investigation.

What minimum evidence do I need to provide in this section for an outline application?

For both your Plan A and Plan B SuDS designs, the minimum information you should provide is a desktop study of the ground conditions on your development site.

If you have also undertaken ground investigations e.g. a geotechnical survey and/or infiltration testing you should also submit these in support of your application, in accordance with the 'evidence checklist'.

Where can I find information on indicative ground conditions?

British Geological Survey offers a 'SuDS Infiltration Map' service which will provide a comprehensive indication on whether infiltration will be feasible on your development site. This information can be submitted in support of your application and will support you in designing your sustainable drainage system:

<https://www.bgs.ac.uk/products/hydrogeology/infiltrationSuds.html>

Your Local Planning Authority may also have more local information on ground conditions in the area.

What level of detail do I need to provide in my Plan B SuDS design?

As this is an alternative SuDS design, the design should be based on assumptions that key variables (e.g. ground conditions) of your 'Plan A' design are unfeasible and provide:

- a description of how and where you intend to store and discharge surface water.
- a map showing where you intend to store and discharge surface water.

NOTE: The volume of storage and rate of surface water discharge for your Plan B design will remain unchanged.

What is a Watercourse Survey Report?

This survey and report details the condition of the watercourse to which the site drains including cross-sections of any adjacent watercourses for appropriate distance upstream and downstream of the discharge point (as agreed with the Lead Local Flood Authority and/or Environment Agency).

In cases of culverted watercourses a CCTV survey may be required to demonstrate its structural condition.

Under what circumstances will I need watercourse permission?

If your development proposals are within 8 metres of the top of the banks of a watercourse (16 metres of a main river if it involves quarrying or excavation or if it is a tidal main river) or make changes to a watercourse, you may need a Consent or Permit **in addition to** planning permission.

The requirement for a Consent or Permit is **separate to and independent of** any planning permission given by the Local Planning Authority. This means that the grant of planning permission does not guarantee that Consent or a Permit will be given.

What type of watercourse permission do I need and how do I apply?

Watercourses have two classifications – ‘ordinary’ and ‘main river’ – and this determines what type of permission you require.

- **Main Rivers** are watercourses which **have** been designated as a ‘Main River’ on the Environment Agency's ‘Main River’ map. Works near to or on these watercourses may require a [Permit](#) from the Environment Agency.
- **Ordinary Watercourses** are watercourses which **have not** been designated as a ‘Main River’ on the Environment Agency's ‘Main River’ map. Works to these watercourses require consent from the LLFA.

You can identify whether a watercourse is classified as a ‘main river’ or ‘ordinary watercourse’, by viewing the Environment Agency's [‘Main River Map’](#).

When do I need to apply for watercourse permission?

It is strongly advised that you obtain any required Consent or Permit **before or concurrently** as you apply for planning permission to avoid delays. This is supported by **Paragraph 42 of the [National Planning Policy Framework](#)** which encourages parallel processing of other required consents.

You **must** obtain your Consent or Permit before undertaking any work on site. You are breaking the law if you carry out activity without one and may be subject to enforcement action if you do not obtain the necessary permission.

How can I obtain agreement to discharge to the sewer from the Water and Sewerage Company?

You must have written approval from the Water and Sewerage Company before you can connect to a public sewer.

United Utilities will advise a maximum rate of discharge. However, the final discharge rate is to be agreed with the Lead Local Flood Authority and is unlikely to be greater than greenfield runoff rates. Any discharge to the public sewer is on the condition that the other options, as outlined within the surface water hierarchy of discharge options (in order of priority) have been discounted.

Proposed SuDS component types

In this section, the applicant should identify the SuDS components proposed as part of their sustainable drainage system design that are:

- Within the property boundary
- Within the development site boundary
- Not within the boundary of the proposed development (off site).

[Susdrain website](#) provides a useful overview of different SuDS components.

What if part of the proposed SuDS is outside the curtilage of the development site?

If any part of your proposed sustainable drainage system is outside of the curtilage of the development site **AND** the applicant owns the land, you must submit a plan showing the amended curtilage of the development site to the Local Planning Authority.

If your point of discharge for your sustainable drainage system is through/via land that is **NOT** owned by the applicant, you must secure an appropriate legal agreement with the land owner for construction works, access, ownership and in perpetuity maintenance of the asset. Evidence of this must be supplied to the LLFA.

When would I need a Third Party Landowner Agreement?

If you are constructing any part of your sustainable drainage system on land that is **NOT** owned by the applicant i.e. 'off site' as indicated in Section 7c of the pro-forma.

You must secure an appropriate agreement with the landowner for construction works, access, ownership and in perpetuity maintenance of the asset. Evidence that this has been secured must be provided **before** the approval of your final confirmed sustainable drainage design.

What are the 'types' of pervious pavements?

You can find details of this in **Chapter 20 of [The SuDS Manual C753](#)**.

Where can I find guidance on designing for exceedance?

[CIRIA Designing for exceedance in urban drainage - good practice \(C635\)](#).

SECTION 8: OPERATION AND MAINTENANCE

Why do I need to consider operation and maintenance of the sustainable drainage system?

Operation and maintenance of the SuDS system should be considered at an early stage. The Designer has an obligation to design for maintenance under The Construction (Design and Management) Regulations 2015.

Paragraph 165 of the [National Planning Policy Framework](#) requires maintenance arrangements to be put in place to ensure an acceptable standard of operation for the lifetime of the development.

[Sustainable Drainage Systems: Written Statement - HCWS161](#) states that ‘in considering planning applications, local planning authorities should consult the relevant lead local flood authority on the management of surface water; satisfy themselves that the proposed minimum standards of operation are appropriate and ensure through the use of planning conditions or planning obligations that there are clear arrangements in place for ongoing maintenance over the lifetime of the development’.

[Defra's Technical Standards for Sustainable Drainage Systems](#) state:

***S10** Components must be designed to ensure structural integrity of the drainage system and any adjacent structures or infrastructure under anticipated loading conditions over the design life of the development taking into account the requirement for reasonable levels of maintenance.*

***S11** The materials, including products, components, fittings or naturally occurring materials, which are specified by the designer must be of a suitable nature and quality for their intended use.*

What do I need to provide to demonstrate maintenance arrangements are or can be put in place?

Applicants must provide the information listed within the ‘Evidence Required’ columns of the pro-forma to demonstrate to the Local Planning Authority (LPA) that clear arrangements will be in place for on-going management and maintenance over the lifetime of the development.

What are the maintenance options for sustainable drainage systems?

There are a range of viable maintenance options for the ownership and adoption of sustainable drainage systems, therefore the applicant should clearly state their proposed maintenance and management arrangements.

The applicant should identify any of the adopting bodies that you will be offering your sustainable drainage components for adoption.

What about SuDS components that are within a property boundary (e.g. roof garden)?

The applicant may be required to enter into a Section 106 agreement prior to the grant of planning permission, requiring that any sustainable drainage components on private property (e.g. individual houses) are maintained in perpetuity by the landowner enforced by a Deed of Grant and applied to the freehold title.

For any SuDS components proposed within the curtilage of a private property (e.g. individual houses) the developer should clearly set out any maintenance responsibilities for those SuDS components and potential implications of non-maintenance, and ensure this is communicated to the purchaser of such properties.

Developers are encouraged to provide details of SuDS components on the development site, both communal and private (property level), for inclusion within the Home Information Pack.

GLOSSARY

Combined Sewer	A sewer that drains both rainwater and foul water.
Curtilage	Land area within property boundaries
Culvert	A covered structure under a road, embankment etc, to direct the flow of water.
Evapotranspiration	The process by which the Earth's surface or soil loses moisture by evaporation of water and by uptake and then transpiration from plants.
Exceedance design	Designing a system to manage effectively events that exceed (i.e. are bigger and rarer than) the drainage system's required level of service.
Exceedance event	A rainfall or flow event that exceeds (i.e. is bigger and rarer than) the design event, not to be confused with an extreme event.
Exceedance flows	Flows in excess of those for which a system is designed
Four pillars of SuDS	The types of benefits that can be achieved by SuDS will be dependent on the site, but fit broadly into four categories: water quantity, water quality, amenity and biodiversity. These are also referred to as the four pillars of SuDS design.
Flood routing	Design and consideration of above-ground areas that act as pathways permitting water to run safely overland to minimise the adverse effect of flooding. This is required when the design capacity of the drainage system has been exceeded
Geohazard	A geologic hazard. In the case SuDS, this is particularly relevant for infiltration. See Chapter 25.2.3 of The SuDS Manual (C753) for more information.
Greenfield runoff	The surface water runoff regime from a site before development.
Home-zone	As a residential street where people and vehicles share the whole of the street space safely, and on equal terms, where quality of life takes precedence over the ease of traffic movement.
Infiltration	The passage of surface water through the surface of the ground / the entry of groundwater to a sewer.
Interception	The capture and retention on site of the first 5mm (or other specified depth) of the majority of all rainfall events
Management train	The sequence of drainage components that collect, convey, store and treat runoff as it drains through the site.

Modified flow routes	Flow routes that have been modified as a result of the development.
Ordinary Watercourse	Any watercourse that does not form part of a main river and is not classified as a main river.
Peak flow	The point at which the flow of water from a given event is at its highest.
Riparian landowner	A riparian landowner is the owner of land that is next to a watercourse or has a watercourse running through or beneath it. Riparian landowners have discrete legal rights and responsibilities in relation to the watercourse and its banks.
Source control	The control of runoff at or near its source, so that it does not enter the drainage system or is delayed and attenuated before it enters the drainage system.
SuDS component	An individual element of the drainage system that conveys, stores and/or treats surface water runoff. Susdrain website provides an overview of different SuDS components.
Treatment	Improving the quality of water by physical, chemical or biological means
Treatment train	Improving the quality of water by physical, chemical or biological means via a sequence of drainage components (see management train).
Urban creep	The increasing density of development, due to extensions, paving over of gardens and other permeable areas, and the addition or extension of roads or buildings, which increases the impermeability of developed areas and causes rates and volumes of runoff to rise.

TRAFFORD COUNCIL

Report to: Planning and Development Management Committee
Date: 11 February 2021
Report for: Decision
Report of: Head of Planning and Development

Report Title

188A Shrewsbury Street, Old Trafford: Making of immediate Article 4 direction to remove permitted development rights for the demolition of the building.

Summary

This report sets out the reasons behind the proposal to make an immediate Article 4 Direction removing permitted development rights for the demolition of 188A Shrewsbury Street.

This report seeks approval from the Committee to make the immediate Article 4 Direction including undertaking statutory consultation requirements.

Recommendation

That the Planning and Development Management Committee:

- (i) Resolve that the making of an immediate Direction pursuant to Article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015 to withdraw the permitted development rights to demolish 188A Shrewsbury Street, Old Trafford is appropriate, and justified, as demolition of 188A Shrewsbury Street would be prejudicial to the proper planning of the area and constitutes a threat to the amenities of the area.
- (ii) Approve the making of the Article 4(1) Direction for 188A Shrewsbury Street, Old Trafford, Manchester, the extent of which is shown in Appendix 2.
- (iii) Delegate authority to the Corporate Director of Governance and Community Strategy to make the Article 4(1) Direction for the land at 188A Shrewsbury Street, Old Trafford, Manchester as shown on the plan attached at Appendix 1 and delegate to the Corporate Director of Place authority to carry out all necessary consultation following the making of the Direction, to notify the Secretary of State in accordance with statutory requirements and to take all other action considered necessary or expedient to give effect to the matters set out in this report.
- (iv) Confirm that the Article 4(1) Direction will be effective with immediate effect once made.
- (v) Delegate authority to the Corporate Director of Governance and Community Strategy to confirm the Direction in due course if there are no objections.
- (vi) Request that subsequent planning applications involving the demolition of 188A Shrewsbury Street and where the Article 4 Direction remains in force to

be referred to the Planning and Development Management Committee for determination.

Contact person for access to background papers and further information:

Name: Rebecca Coley

Extension: 4788

1.0 INTRODUCTION AND BACKGROUND

- 1.1 An application for Prior Notification under the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) (GPDO) was received for the demolition of the building identified as 188A Shrewsbury Street, Old Trafford, Manchester. This application was refused on 23rd December 2020.
- 1.2 The reason for refusal (102644/DEM/20) states that 'It is considered that the building, as outlined in RED on the submitted Local Plan has been rendered unsafe or otherwise uninhabitable by the inaction of a person having an interest in the land. Further to this, no evidence has been submitted to the Local Planning Authority to demonstrate that the building was neither last use as a venue for live music performance or as a drinking establishment which is considered probable given its last use as a working men's club. The proposal therefore fails to comply with Class B of Part 11 of the Town and Country Planning (General Permitted Development) Order 2015 (as amended).
- 1.3 Previous an application ref. H/53282 for the 'Part demolition and conversion of existing building and erection of new three storey block to form 24 apartments and 24 car parking spaces' was approved on 13th March 2002. This has not been implemented and the permission has now lapsed.
- 1.4 Demolition is development permitted under Article 3, Schedule 2, Part 11 of the GPDO. This requires the developer to apply to the Local Planning Authority (LPA) for a determination as to whether the prior approval of the authority is required as to the method of demolition and any proposed restoration of the site. The LPA is not able to object to the demolition of a building in principle through this process.
- 1.5 Article 4 of the GPDO allows for an LPA to make a Direction that certain classes of development set out in this Order should not be carried out unless permission is granted for it on application to the LPA. An immediate Article 4 Direction can be made if the Council considers that the development would be prejudicial to the proper planning of the area or would constitute a threat to the amenities of the area.
- 1.6 Schedule 3 of the GPDO sets out the procedure for the making of an Article 4 Direction, including the requirement to publicise such a direction.

- 1.7 It is the view of officers that the demolition of 188A Shrewsbury Street would be prejudicial to the proper planning of the area and constitutes a threat to the amenities of the area.
- 1.8 It is therefore proposed to make a Direction with immediate effect under Article 4 of the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended).
- 1.9 The proposed Direction under Article 4 and Paragraph 2 of Schedule 3 of the GPDO will have the effect of withdrawing the permitted development rights conferred by the GPDO Class B of Part 11 of Schedule 2, relating to the demolition of the building. The Direction will cease to have effect after six months unless confirmed by the Council during that period.
- 1.10 The effect of the immediate Article 4 Direction is that the building cannot be demolished unless a planning application is made and permission granted.
- 1.11 There are no current planning applications pending consideration on this site.

2.0 JUSTIFICATION FOR IMMEDIATE ARTICLE 4 DIRECTION

- 2.1 188A Shrewsbury Street is a substantial church building, constructed in the 1901 within Old Trafford. It is understood that it was constructed as the Moss Side Unitarian Free Church and most recently has been used as a Polish Ex-Servicemens' Club.
- 2.2 188A Shrewsbury Street is not a listed building and is not located within a conservation area. Nevertheless, following recent investigation of the site and its history it is the view of officers that the property is a non-designated heritage asset in that it has a degree of heritage significance meriting consideration in planning decisions but does not meet the criteria for designated heritage assets (as confirmed by Historic England). The significance of 188A Shrewsbury Street derives from the following:

The Polish Ex-Servicemen's Club was formerly the Moss Side Unitarian Free Church, founded in 1887 and built by 1901.

During the first half of the 19th century, Unitarianism grew in popularity favoured by those wealthy manufactures and merchants in Manchester with a social conscience and resources to bring about change. At the Cross Street Chapel, an informal group was formed to tackle social and political reform. They controlled a number of newspapers including the "Guardian". Members included the notable Rev William Gaskell, who exercised wide influence within and outside the Unitarian movement and was supported by his wife Elizabeth Gaskell, novelist. The establishment of Moss Side Unitarian Free Church appeared to buck the trend for Unitarianism in Manchester when wealthy manufacturers and merchants were moving to the suburbs and beyond following increasing urbanisation. During the late 19th century, Old Trafford was rapidly expanding which accelerated following the building of the Manchester Ship Canal in the

1890s and the subsequent development of the nearby Trafford Park Industrial Estate.

Moss Side Unitarian Church was established in 1887 with services held in Moss Side Liberal Club. By February 1892 a school chapel had been opened on a site large enough to accommodate the building of the church. The cost of the building and land was £3,900. [Manchester Guardian 8 February 1892 page 8]. The church was largely funded by an 1899 bequest from William Roberts, a member of the congregation, who also funded the statue of William Gladstone which stands in Manchester's Albert Square. The Church was finally opened in October 1901 at a cost of £6,000. Following the Second World War, the Church & Schools were closed in 1947 and fell into disrepair by the mid-20th century. During this period Polish and east European migrants arrived and settled in Old Trafford. By the 1950s, the School building was occupied by the Polish Ex –Servicemen's Club and remained in this use until the early 2000s.

The former Moss Side Unitarian Free Church and attached Schools are designed in the Gothic revival style. The Schools were designed by the partnership of Messrs J W and R F Beaumont and built by Mr W Thorpe of Cornbrook . Constructed over two storeys with a rectangular plan form; the principal elevation is faced with Ruabon brick laid in a Flemish bond with pressed terracotta dressings. A large centrally sited gable with Gothic window and terracotta tracery served a large school room at first floor. At ground floor were a series of classrooms. The building is accessed via a pitched roof entrance porch. The roof is steeply pitched roof clad with Burlington slate and runs the full depth of the site. The window is flanked by two storey buttresses and two storey, half hipped wings. The Schools were linked to the Church by a two storey cart entrance on the northern boundary. The rear elevation is constructed from a common brick with a two storey link to the Church on the southern boundary. The interior has not been inspected and it is unclear if any fixtures or fittings remain.

The Church is sited to the south east and comprises of a similar rectangular footprint with a prominent turreted tower sited on the eastern corner. The tower is decorated with terracotta mouldings, Gothic windows and lucarnes. It is a distinctive landmark in views along Shrewsbury Street and Upper Chorlton Road and a typical feature of many Unitarian chapels in the second half of the 19th century. The principal elevation to Shrewsbury is also constructed from Ruabon brick and terracotta identical to the Schools laid in a similar Flemish bond. It is conceivable that the Church is also designed by J W and R F Beaumont, however to date this has not been confirmed. It is likely the partnership undertook designs for the Schools and Church together with the latter being completed later in 1901. It is not clear why the Church was abandoned in the 1940s. After falling into disrepair, the hall roof was replaced with a lower pitch and this has resulted in a

truncated Gothic window on the principal elevation. The window survives on the rear elevation.

John William Beaumont commenced independent practice in Manchester from 1870-71 and with Richard F Beaumont between c1887 and 1894. A Fellow of the Royal Institute of British Architects, he was also a Fellow of the Manchester Society of Architects and its President from 1903-1905. The partnership with Richard F Beaumont was responsible for a number of distinguished buildings including Whitworth Art Gallery and the Rutherford Building at Manchester University. Other principal works included the Town Hall, Public Baths and Cemetery at Hyde, Memorial Building at Stockport, Liberal Club at Stockport, Free Public Libraries at Openshaw and Gorton and the Hydraulic Power Pumping Station at Ancoats.

Historic England recently assessed the building and confirmed “Although too altered to recommend for listing, this building is clearly of strong local interest for its muscular composition, richly detailed brick frontages and prominent, decorative tower. The school and church are well-detailed throughout externally, and are an excellent example of the achievement of elaborate decorative effect using mass-production techniques. Together they formerly comprised a symmetrical composition plus tower, with a central decorative entrance block to a courtyard between the school and church. The connections with William Roberts, the Unitarian denomination and the Beaumont partnership are of considerable local interest.”

- 2.3 The demolition of the building would lead to the total loss of its significance. It is therefore the view of officers that the demolition of 188A Shrewsbury Street would be prejudicial to the proper planning of the area and constitutes a threat to the amenities of the area and as such a planning application should be required to assess any proposal for demolition in full.

3.0 USE OF AN IMMEDIATE ARTICLE 4 DIRECTION

- 3.1 An Article 4 Direction can be used to remove specific permitted development rights from all or part of a local authority's area. It does not restrict development altogether but means that planning permission is required. The proposed Article 4 Direction does not seek to prevent any demolition, rather it seeks to ensure that any demolition is thoroughly assessed against the Development Plan and the future redevelopment of this site is managed to take account of and with a full understanding of the significance of the existing property. Should an application come forward to redevelop the site it would allow for a proper survey of the property and assessment of the most significant elements to assist in understanding to what extent the existing buildings could or should be retained and converted. There clearly needs to be a future viable use for this building and site and the Article 4 Direction will not prevent the Local Planning Authority from

taking a pragmatic and balanced view but with all the necessary information available to it.

- 3.2 Paragraph 53 of the NPPF states that “The use of Article 4 directions to remove national permitted development rights should be limited to situations where this is necessary to protect local amenity or the well-being of the area (this could include the use of Article 4 directions to require planning permission for the demolition of local facilities). Similarly, planning conditions should not be used to restrict national permitted development rights unless there is clear justification to do so.”
- 3.3 Planning Practice Guidance (PPG) states that “The use of article 4 directions to remove national permitted development rights should be limited to situations where this is necessary to protect local amenity or the wellbeing of the area. The potential harm that the direction is intended to address will need to be clearly identified, and there will need to be a particularly strong justification for the withdrawal of permitted development rights relating to:” ... cases where prior approval powers are available to control permitted development”.
- 3.4 In relation to immediate Article 4 Directions, the PPG states “The circumstances in which an immediate direction can restrict development are limited. Immediate directions can be made in relation to development permitted by Parts 1 to 4 and 11 of Schedule 2 to the General Permitted Development Order, where the development presents an immediate threat to local amenity or prejudices the proper planning of an area.”
- 3.5 PPG also states that “If a local planning authority makes an article 4 direction, it can be liable to pay compensation to those whose permitted development rights have been withdrawn, but only if it then subsequently:
- refuses planning permission for development which would otherwise have been permitted development; or
 - grants planning permission subject to more limiting conditions than the General Permitted Development Order.

The grounds on which compensation can be claimed are limited to abortive expenditure or other loss or damage directly attributable to the withdrawal of permitted development rights.”

- 3.6 Article 4 Directions can be either immediate or non-immediate. A non-immediate Direction requires the local planning authority to serve notice by way of a local advertisement, site notice and by writing to the owner and occupier of the land. The site notices must be in place for a period of not less than 6 weeks.
- 3.7 An immediate Article 4 Direction can be issued by the Planning and Development Management Committee and will take effect straight away. This will immediately

remove the permitted development rights relating to demolition at 188A Shrewsbury Street and will last for a 6 month period before which the Direction will either expire or be confirmed.

3.8 Following an immediate Article 4 Direction, the Council is required to give notice of the decision by way of local advertisement, site notice and by serving notice to owners and occupiers of the land. The Direction must also be referred to the Secretary of State. After a period of 28 days, and not longer than 6 months, the Council decides whether to go ahead and confirm the Direction, taking into account any representations which have been received and depending on the outcome the Council can confirm the Direction to permanently withdraw the permitted development right.

3.9 The issue of compensation is considered further in sections 6.0 and 7.0 below.

3.10 There is no formal right of appeal against the making of an immediate Article 4 Direction. However, the owner or proposed developer of a building the subject of an Article 4 Direction may apply for planning permission for its demolition. If, following the making of an immediate Article 4 Direction, such an application was made it would have to be considered by the Council in the proper manner.

4.0 OTHER OPTIONS

4.1 Option 1- Do nothing

188A Shrewsbury Street could be lost from the Shrewsbury Street and Upper Chorlton Road street-scene without full consideration to the impact this would have on the character and appearance of the area.

4.2 Option 2- Make a non-immediate Article 4 Direction

A non-immediate Direction could be made which, if it comes into force 12 months after the Direction being issued, would remove the possibility of paying compensation. However, a further demolition notification may be submitted, which could address the reasons for refusal. In this circumstance, it would be likely that 188A Shrewsbury Street would be demolished within the intervening 12 months with the visual and heritage harm that that would entail.

5.0 CONSULTATION

5.1 Consultation has been carried out with the LPA's Heritage Development Officer for the purpose of providing evidence for this report.

5.2 Consultation is required to be carried out with the owners and occupiers of 188A Shrewsbury Street in line with the regulations set out in the GPDO.

6.0 LEGAL IMPLICATIONS

6.1 There is no statutory appeal against the making of an Article 4 Direction. However, such a decision would be open to challenge by way of judicial review. In order to make an Article 4 Direction, the LPA must be satisfied that it is

expedient that the permitted change of use should not be carried out unless permission is granted for it (see Article 4(1)). In making any such decision, it is important that the LPA takes into account all relevant guidance. Overall, provided that a LPA takes into account all relevant considerations, and applies the correct test, it is unlikely there would be a successful judicial review of an Article 4 direction.

- 6.2 Section 108 of the Town and Country Planning Act 1990 includes a provision that compensation can be sought where (i) the LPA makes an Article 4 Direction, (ii) an application is made for planning permission to carry out development that would formerly have been permitted by the GPDO and (iii) the LPA refuses that application or grants permission subject to conditions differing from those in the GPDO.
- 6.3 However, where 12 months' notice is given in advance of a Direction taking effect there will be no liability to pay compensation (provided that the development authorised by the new changes had not started before the notice was published). Where Directions are made with immediate effect or less than 12 months' notice, compensation will only be payable in relation to planning applications which are submitted within 12 months of the effective date of the Direction and which are subsequently refused or where permission is granted subject to conditions.
- 6.4 Compensation may only be claimed for abortive expenditure or other loss or damage directly attributable to the withdrawal of permitted development rights.

7.0 FINANCIAL IMPLICATIONS

- 7.1 The preparation of the Article 4 Direction can be undertaken using existing officer resource.
- 7.2 A claim for compensation can only arise if a subsequent planning application for demolition is refused. The level of compensation would be a material consideration in the determination of a subsequent planning application and so is an issue that would be considered at that point. There is no direct risk of compensation from the issuing of an immediate Article 4 Direction alone. It is therefore recommended that future applications for the demolition of 188A Shrewsbury Street be referred back to the Committee to allow appropriate oversight of this issue.
- 7.3 Any future report to the Committee in association with a relevant planning application would set out the level of compensation likely to be payable, underpinned by specialist advice from the Council's Estates Service. Members will be able to take this information into account in the determination of that application.

8.0 HUMAN RIGHTS AND EQUALITIES

- 8.1 Section 6 of the Human Rights Act 1998 requires public authorities to act in a way that is compatible with the European Convention on Human Rights. Various

Rights may be relevant to this direction including Article 1 (protection of property) and Article 8 (Right to respect for a private and family life). The European Court has recognised that “regard must be had to the fair balance that has to be struck between the competing interests of the individual and of the community as a whole”. Any interference must be necessary and proportionate.

8.2 The rights of the individual have been considered against the wider public interest and it is determined that the Articles will not be triggered.

8.3 The Local Planning Authority has had regard to the provisions of the Equality Act 2010 in making this recommendation. The issuing of an Article 4 Direction would not have an adverse impact on protected groups.

9.0 RECOMMENDATIONS

That the Planning and Development Management Committee:

- (i) Resolve that the making of an immediate Direction pursuant to Article 4(1) of the Town and Country Planning (General Permitted Development) (England) Order 2015 to withdraw the permitted development rights to demolish 188A Shrewsbury Street, Old Trafford, Manchester is appropriate, and justified, as demolition of 188A Shrewsbury Street would be prejudicial to the proper planning of the area and constitutes a threat to the amenities of the area.
- (ii) Approve the making of the Article 4(1) Direction for 188A Shrewsbury Street, Old Trafford, Manchester, the extent of which is shown in Appendix 2.
- (iii) Delegate authority to the Corporate Director of Governance and Community Strategy to make the Article 4(1) Direction for the land at 188A Shrewsbury Street, Old Trafford, Manchester shown on the plan attached at Appendix 1 and delegate to the Corporate Director of Place authority to carry out all necessary consultation following the making of the Direction, to notify the Secretary of State in accordance with statutory requirements and to take all other action considered necessary or expedient to give effect to the matters set out in this report.
- (iv) Confirm that the Article 4(1) Direction will be effective with immediate effect once made.
- (v) Delegate authority to the Corporate Director of Governance and Community Strategy to confirm the Direction in due course if there are no objections.
- (vi) Request that subsequent planning applications involving the demolition of 188A Shrewsbury Street and where the Article 4 Direction remains in force to be referred to the Planning and Development Management Committee for determination.

Background Papers

None.

APPENDIX 1

DRAFT ARTICLE 4 DIRECTION



TOWN AND COUNTRY PLANNING (GENERAL PERMITTED DEVELOPMENT) ORDER 2015, AS AMENDED

DIRECTION MADE UNDER ARTICLE 4(1) TO WHICH PARAGRAPH 2 OF SCHEDULE 3 APPLIES

188A SHREWSBURY STREET, OLD TRAFFORD, MANCHESTER, M16 7BP

WHEREAS Trafford Borough Council being the appropriate Local Planning Authority within the meaning of Article 4(5) of the Town and Country Planning (General Permitted Development) Order 2015, as amended, are satisfied that it is expedient that development of the description(s) set out in the Schedule below should not be carried out on the land shown edged in red on the attached plan, unless planning permission is granted on an application made under Part III of the Town and Country Planning Act 1990, as amended.

NOW THEREFORE the said Council in pursuance of the power conferred on them by Article 4(1) of the Town and Country Planning (General Permitted Development) Order 2015, as amended, hereby direct that the permission granted by Article 3 of the said Order shall not apply to development on the said land of the description(s) set out in the Schedule below.

THIS DIRECTION is made under Article 4(1) of the said Order and, in accordance with Paragraph 2(6) of Schedule 3, shall remain in force until(*insert date*) (being six months from the date of this direction) and shall then expire unless it has been confirmed by the appropriate Local Planning Authority in accordance with Paragraph 7 of Schedule 3 before the end of the six month period.

SCHEDULE

Any building operation consisting of the demolition of a building being development comprised within Class B of Part 11 of Schedule 2 to the said Order and not being development comprised within any other Class.

**1. Made under the Common Seal of Trafford Borough Council
thisday of.....2021**

**The Common Seal of the Council was affixed to this Direction in the presence
of
Authorised Signatory**

**2. Confirmed under the Common Seal of Trafford Borough Council
thisday of.....2021**

**The Common Seal of the Council was affixed to this Direction in the presence
of
Authorised Signatory**

APPENDIX 2

ARTICLE 4 DIRECTION PLAN BOUNDARY



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