

# Draft Local List of Planning Application Requirements

## Lewes District Council & Eastbourne Borough Council

### December 2022

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*This document is accompanied by Appendix 1*

#### **Introduction**

This document provides details on the information required to form part of planning applications submitted to Lewes District Council (LDC) and Eastbourne Borough Council (EBC), as Local Planning Authority (LPA). The aim of the document is to provide applicants with the necessary information to ensure that applications are received as valid, to prevent unnecessary delays in processing of applications.

LDC and EBC aim to make decisions on planning applications that are informed by suitably detailed and relevant information.

Planning applications need to meet both the National List of Planning Requirements and the Local List of Planning Requirements.

The Local List of Planning Requirements does not apply to the following types of application:

- Non-material amendments;
- Approval under conditions;
- Advertisement consents;
- Lawful Development Certificates;
- Prior Approval Notifications; and
- Consent for works to a tree with tree preservation order.

#### **General requirements for submission**

All drawings, reports, and supporting information, should be clearly titled and include unique reference numbers with clearly labelled revision references (normally a letter). All plans, elevations, and sections must be drawn to an identified scale. All drawings must include a scale bar and plans must include a North arrow to define the orientation.

#### **Publicly accessible information / sensitive information**

Applicants are advised that information submitted in support of any application will be published online and made publicly available. If you believe exceptional circumstances mean a particular piece of information should not be disclosed, you must discuss this with the Local Planning Authority prior to submission. Advice on sensitive information in planning applications can also be found in the national Planning Practice Guidance (NPPG) here.

## **Accessibility of submitted information**

LDC and EBC are committed to making engagement with planning applications accessible to all.

The accessibility of information relating to planning applications requires consideration at the point of conception, prior to submission to the Local Planning Authority.

The Web Content Accessibility Guidelines (known as WCAG) are an internationally recognised set of recommendations for improving web accessibility. The WCAG explain how to make publicly displayed information accessible to everyone, including users with impairments to their:

- vision - like severely sight impaired (blind), sight impaired (partially sighted) or colour-blind people
- hearing - like people who are deaf or hard of hearing
- mobility - like those who find it difficult to use a mouse or keyboard
- thinking and understanding - like people with dyslexia, autism or learning difficulties

All documents submitted with planning applications should comply with the Web Content Accessibility Guidelines (WCAG), where possible.

## **Outline Planning Applications**

An outline planning application is a means of establishing the principle of a proposed development without having to supply all of the details. The grant of outline planning permission will then be conditional upon the subsequent approval of details of 'reserved matters'.

An applicant can choose to submit details of any of the reserved matters (Access, Appearance, Landscaping, Layout or Scale) as part of an outline application. The level of information/documents required for outline planning permission will depend on whether the applicant wishes for any of the reserved matters to be considered.

In submitting an outline planning application, please check both the National and Local List of Planning Requirements.

**IMPORTANT:** Unless the applicant has indicated that submitted details are 'for illustrative purposes only' or 'indicative' (or has otherwise indicated that they are not formally part of the application), the local planning authority will treat them as part of the development in respect of which the application is being made; the local planning authority cannot reserve that matter by condition for subsequent approval.

Under Article 5(3) of the Development Management Procedure Order 2015, an application for outline planning permission must indicate the area or areas where access points to the development will be situated, even if access has been reserved.

## National List of Planning Requirements

Information Required	Legislation	Types of application/development for which the information is required	Further Guidance
<b>Fully Completed Application Form</b>  <b>Ownership Certificate</b>  <b>Land Declaration</b>	The Town and Country Planning (Development Management Procedure) (England) Order 2015 (As Amended)	All types of application	<a href="#">Application Guidance</a>  <a href="#">DMPO 2015</a>  <a href="#">Fees for Planning Applications</a>
<b>The Correct Application Fee</b>	The Town and Country Planning (Fees for Applications, Deemed Applications, Requests and Site Visits) (England) Regulations 2012 (as amended)	All types of application other than Listed Building Consent.  There are some 'exemptions' from fees, as defined by the legislation	<a href="#">Fees Regulations</a>  <a href="#">Fees for Planning Applications</a>  <a href="#">Planning Portal Guide to Fees</a>
<b>Site Location Plan Scale 1:1250 or 1:2500 which is up to date and includes direction of north and a scale bar</b>	The Town and Country Planning (Development Management Procedure) (England) Order 2015 (As Amended)	All types of application	<a href="#">Application Guidance</a>  <a href="#">DMPO 2015</a>
<b>Additional Plans</b>	Lewes DM25: Design DM28: Residential Extensions CP2: Housing Type, Mix and Density  Eastbourne D10a: Design UHT1: Design of New Development UHT4 Visual Amenity	The national requirements note the need for a location plan and "others as necessary", with reliance on the local requirements to detail what those are. For the avoidance of doubt, the local requirements are: <ul style="list-style-type: none"> <li>Proposed Block Plan – including site access details, any proposed increase in floor area shown, locations of any trees/landscaping that may be affected by the proposal, and a north point.</li> </ul>	<a href="#">Application Guidance</a>  <a href="#">DMPO 2015</a>  <a href="#">NPPF</a>  <a href="#">Planning Policy</a>

	<p>National Planning Policy Framework (NPPF)</p> <p>Article 7 Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)</p>	<ul style="list-style-type: none"> <li>• Existing and proposed elevations, floor, and roof plans in full</li> <li>• Existing and proposed site sections and finished floor levels where there is a change in ground level proposed or the development is on a sloping site.</li> <li>• Other plans deemed as necessary by Local Planning Authority</li> <li>• All plans must be drawn to a recognised scale, contain a scale bar and note the original paper size</li> </ul>	
<p><b>Design and Access Statement</b></p>	<p>National Planning Policy Framework (NPPF)</p> <p>Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended)</p>	<ul style="list-style-type: none"> <li>• Applications for major development</li> <li>• Applications for development in a designated area, where the proposed development consists of: <ul style="list-style-type: none"> <li>i) one or more dwellings; or</li> <li>ii) a building or buildings with a floor space of 100 square metres or more.</li> </ul> </li> <li>• Applications for listed building consent.</li> </ul> <p>For the purposes of Design and Access Statements, a designated area means a World Heritage Site or a Conservation Area.</p> <p>Applications for waste development, a material change of use, engineering or mining operations do not need to be accompanied by a Design and Access Statement.</p>	<p><u>National Validation requirements</u></p> <p><u>NPPF</u></p> <p><u>DMPO 2015</u></p> <p>See paragraphs 1 and 2 of Appendix 1</p>

## Local List of Planning Requirements

Information Required	Policy Driver	Types of application/development for which the information is required	Further Guidance
<b>Aerodrome Safeguarding Statement</b>	The town and country planning (safeguarded aerodromes, technical sites, and military explosives storage areas) direction 2002	All applications for wind turbines  All tall buildings	<p><u>Circular 01/2003: Safeguarding Aerodromes, Technical Sites and Military Explosives Storage Areas</u></p> <p><u>Storage Areas: The Town &amp; Country Planning (Safeguarded Aerodromes, Technical Sites &amp; Military Explosives Storage Areas) Direction 2002'</u></p> <p><u>Airport Operators Association (AOA) Advice Note 7 'Wind Turbines &amp; Aviation'</u></p> <p>See paragraph 41 of Appendix 1</p>
<b>Affordable Housing Statement (&amp; S106 Heads of Terms if Affordable Housing Required as Part of The Application)</b>	<p>Lewes. CP1: Affordable Housing CP2: Housing Type, Mix and Density DM2: Affordable Homes Exception Sites</p> <p>Eastbourne D5; Housing HO11: Residential Densities HO12: Residential Mix National Planning Policy Framework (NPPF), paras 59-71</p>	All applications for housing development which require onsite affordable housing provision or a contribution to it.	<p><u>LDC Affordable Housing Supplementary Planning Document</u></p> <p><u>EBC Affordable Housing Supplementary Planning Document</u></p> <p><u>Planning Policy</u></p> <p><u>NPPF</u></p> <p>See paragraph 19 of Appendix 1</p>
<b>Air Quality Assessment</b>	Lewes. CP9: Air Quality	All applications for major development where traffic generation, bio-aerosols, or odour is	<u>NPPF</u>

	<p>DM20: Pollution Management</p> <p>Eastbourne B1: Spatial Development Strategy and Distribution B2: Creating Sustainable Neighbourhoods D1 Sustainable Development NE28: Environmental Amenity</p> <p>National Planning Policy Framework (NPPF), para 181</p>	<p>increased and/or the development is likely to affect or cause the declaration of an Air Quality Management Area, including through cumulative impact</p>	<p><u>DEFRA Air Quality Management Area Maps</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 43 of Appendix 1</p>
<p><b>Affordable Housing Statement (&amp; S106 Heads of Terms if Affordable Housing Required as Part of The Application)</b></p>	<p>Lewes. CP1: Affordable Housing CP2: Housing Type, Mix and Density DM2: Affordable Homes Exception Sites</p> <p>Eastbourne D5; Housing HO11: Residential Densities HO12: Residential Mix National Planning Policy Framework (NPPF), paras 59-71</p>	<p>All applications for housing development which require onsite affordable housing provision or a contribution to it.</p>	<p><u>LDC Affordable Housing Supplementary Planning Document</u></p> <p><u>EBC Affordable Housing Supplementary Planning Document</u></p> <p><u>Planning Policy</u></p> <p><u>NPPE</u></p> <p>See paragraph 19 of Appendix 1</p>
<p><b>Agriculture and Forestry Diversification Plan</b></p>	<p>Lewes DM9: Farm Diversification DM19: Protection of Agricultural Land</p> <p>Eastbourne</p>	<p>All developments for agriculture or forestry diversification</p>	<p><u>Planning Policy</u></p> <p><u>Woodland Trust Guidance</u></p> <p>See paragraph 36 of Appendix 1</p>

	D4: Agricultural Development D5: Change of Use of Agricultural Buildings		
<b>Agricultural and Forestry Workers Statement</b>	Lewes DM3: Accommodation for Agricultural and Other Rural Workers  Eastbourne D4: Agricultural Development	All development or loss of an agricultural or forestry workers' housing	<u><a href="#">Agricultural Workers Planning Policy</a></u>  See paragraph 35 of Appendix 1
<b>Ashdown Forest 7km Zone (Lewes Only)</b>	DM24: Protection of Biodiversity and Geodiversity  CP10: Natural Environment and Landscape	Development in the 7km Ashdown Forest buffer (including single dwellings) require us to make an appropriate assessment of the potential impact upon the Ashdown Forest so the applicant will need to provide us with a suitable amount of information to enable us to do this as per section 63 of the Conservation of Habitats & Species Regulations 2017 (as amended).  Any new development within the 7km Ashdown Forest Buffer.	<u><a href="#">Habitat Regulations</a></u>  <u><a href="#">Conservation of Habitats &amp; Species Regulations 2017 (as amended)</a></u>  <u><a href="#">7km Ashdown Map</a></u>  <u><a href="#">Supporting Documents Information</a></u>  <u><a href="#">Planning Policy</a></u>
<b>Biodiversity Survey and Report or Environmental Impact Assessment, or Ecological Impact Assessment Biodiversity Net Gain</b>	Lewes. CP10: Natural Environment and Landscape DM24: Protection of Biodiversity and Geodiversity  Eastbourne D1: Sustainable Development D9: Natural Environment	All applications for development that would have an impact on priority species, or are within, adjacent to or likely to have an impact on: Local Wildlife Sites, Local Nature Reserves, National Nature Reserves, SSSIs, or where there is a reasonable likelihood of protected specials and/or their habitats  All Major Applications	<u><a href="#">Government Guidance on Biodiversity</a></u>  <u><a href="#">Sussex Biodiversity Record Centre</a></u>  <u><a href="#">Natural Environment and Rural Communities Act 2006 - Section 41</a></u>  <u><a href="#">LDC Biodiversity Technical Advice Note</a></u>

	<p>NE19: Local Nature Reserves  NE20: Sites of Nature Conservation Importance  NE22: Wildlife Habitats  NE23: Nature Conservation of Other Sites  NE28: Environmental Amenity</p> <p>National Planning Policy Framework (NPPF), paras 170-183</p> <p>National Planning Practice Guidance (NPPG), para 018 (Reference ID: 8-018-20190721)</p>	<p>Developers should engage with the Biodiversity Net Gain Technical Advice Note</p>	<p><u>EBC Biodiversity Net Gain Technical Advice Note</u></p> <p><u>Appropriate Assessments</u></p> <p><u>Government Circular: Biodiversity and Geological Conservation</u></p> <p><u>Planning Policy</u></p> <p><u>NPPF</u></p> <p>See paragraphs 5 and 6 of Appendix 1</p>
<p><b>Community Infrastructure Levy Forms 1 &amp; 2 submitted at validation stage</b></p>	<p>Lewes.  CP7: Infrastructure</p> <p>Eastbourne  E1: Infrastructure Delivery</p>	<p>All householder, minor and major applications, prior approvals for change of use and existing lawful development applications</p>	<p><u>CIL Form</u></p> <p><u>Guidance Notes</u></p> <p><u>Types of Relief</u></p> <p><u>Further Information on CIL Regulations</u></p> <p><u>CIL on Public Website Planning Policy</u></p> <p>See paragraph 37 of Appendix 1</p>
<p><b>Construction and Environmental Management Plan (including demolition) &amp; Construction Traffic Management Plan (to include routing of construction vehicles)</b></p>	<p>Lewes.  CP13: Sustainable Travel</p> <p>Eastbourne  D8: Sustainable Travel</p>	<p>All major Applications</p> <p>All applications that:</p> <ul style="list-style-type: none"> <li>• Concern sites in tight locations;</li> <li>• Are within 400m of a school;</li> </ul>	<p><u>Planning Policy</u></p> <p><u>NPPF</u></p> <p>See paragraph 17 of Appendix 1</p>



<p><b>&amp; Demolition Method Plan</b></p>	<p>NE28 Environmental Amenity</p> <p>National Planning Policy Framework (NPPF)</p>	<ul style="list-style-type: none"> <li>• propose demolition</li> <li>• would have significant environmental impacts, including on neighbouring occupiers</li> </ul>	
<p><b>Delivery and Servicing Management Plan</b></p>	<p>Eastbourne Core Strategy policy: B2: Creating Sustainable Neighbourhoods</p>	<p>All major applications for commercial developments</p> <p>Any other applications that are likely to generate significant need for the movement of goods and materials when occupied.</p> <p>All residential schemes that incorporate</p>	<p><u>Planning Policy</u></p> <p><u>NPPF</u></p>
<p><b>Drawings Revision List</b></p>	<p>National Planning Policy Framework (NPPF), paras 43 and 44</p> <p>National Planning Practice Guidance (NPPG), Paras 039 and 40 (Reference ID: 14-039-2014030 and ID: 14-040- 20140306)</p>	<p>Section 73 applications including Variation of conditions – approved plans, Minor-Material Amendments and Non-Material Amendments.</p> <p>Any Full application which makes variations to a previously approved application.</p>	<p><u>NPPF</u></p> <p>See paragraph 38 of Appendix 1</p>
<p><b>Economic Statement</b></p>	<p>National Planning Policy Framework (NPPF), paras 80-81</p> <p>National Planning Practice Guidance (NPPG), para 029 (Reference ID: 2a02920190220)</p> <p>Eastbourne D2: Economy</p>	<p>Any application that:</p> <ul style="list-style-type: none"> <li>• creates new employment uses.</li> <li>• results in the loss of existing employment uses</li> </ul>	<p><u>NPPF</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 20 of Appendix 1</p>

<p><b>Employment and Training Agreement</b></p> <p><b>Appendix 3 of Local Employment and Training Supplementary Planning Document</b></p>	<p>Eastbourne Policy EL1 (Economy &amp; Employment Land) of the Eastbourne Employment Land Local Plan (ELLP)</p>	<p>All major applications</p>	<p><u>Employment Land Local Plan 2016</u></p> <p><u>Local Employment and Training Supplementary Planning Document</u></p>
<p><b>Energy Strategy</b></p>	<p>Lewes.CP14: Renewable and Low carbon Energy</p> <p>Eastbourne. D1: Sustainable Development</p>	<p>All major Applications</p> <p>New solar farms/ wind turbines</p> <p>All applications on site allocations in the local plan</p> <p>All applications where there will be an increase in the demand/use of energy</p>	<p><u>Planning Practice Guidance for Climate Change</u></p> <p><u>TAN Sustainability in Development Planning Policy</u></p> <p>See paragraph 44 of Appendix 1</p>
<p><b>Environmental Statement</b></p>	<p>National Planning Policy Framework (NPPF), para 043 National Planning Practice Guidance (NPPG), paras 010 (Reference ID: 4-010-20170728), 034 (Reference ID: 4- 034-20170728) and 035 (Reference ID: 4- 035-20170728) Town and Country Planning (Environmental Impact Assessment) Regulations 2017</p> <p>The Town and Country Planning (Development Management Procedure)</p>	<p>Required in connection with all development identified within Schedule 1 or 2 of the regulations and which in accordance with Schedule 3 would constitute EIA development.</p> <p>EIA Applications.</p>	<p><u>NPPF</u></p> <p><u>DMPO 2015</u></p> <p>See paragraph 4 of Appendix 1</p>

	(England) Order 2015 (As Amended)		
<b>Flood Risk Assessment</b>	<p>Lewes. CP12: Flood Risk, Coastal Erosion and Drainage</p> <p>Eastbourne US4: Flood Protection and Surface Water Disposal US5: Tidal Flood Risk US6: Integrity of Flood Defences</p> <p>National Planning Policy Framework (NPPF), paras 43, 159-160, 163- 164</p>	All applications where site area >1ha in Flood Zone 1; all proposals where application site is in Flood Zones 2 and 3	<p><u>NPPF - Chapter 14</u></p> <p><u>Planning Policy</u></p> <p><u>Planning Practice Guidance</u></p> <p><u>Environment Agency Flood Risk Assessment Guidance</u></p> <p><u>Flood Maps for Planning</u></p> <p>See paragraph 8 of Appendix 1</p>
<b>Flooding Sequential Test</b>	<p>NPPG - Flood risk assessment: the sequential test for applicants</p> <p>Lewes. Core Policy 12 (Flood Risk, Coastal Erosion &amp; Drainage)</p> <p>Eastbourne. D9: Natural Environment US4: Flood Protection and Surface Water Disposal US5: Tidal Flood Risk US6: Integrity of Flood Defences</p> <p>National Planning Policy Framework (NPPF), paras 43, 159-160, 163- 164</p>	<p>Major development is in flood zone 2 or 3.</p> <p>Not required when:</p> <ul style="list-style-type: none"> <li>• A sequential test has already been carried out for a development of the type your planning (e.g. a residential development) for your site.</li> <li>• Development involves a change of use (e.g. from commercial to residential) unless your development is a caravan, camping chalet, mobile home, or park home site</li> </ul>	<p><u>Flood Risk Assessment: The Sequential Test</u></p> <p><u>Planning Policy</u></p> <p><u>NPPF</u></p> <p>See paragraph 8 of Appendix 1</p>

<b>Foul Sewerage and Utilities Assessment</b>	<p>Lewes CP12: Flood Risk, Coastal Erosion and Drainage DM22: Water Resources and Water Quality</p> <p>Eastbourne NE4: Sustainable Drainage Systems NE15: Protection of Water Quality</p>	<p>All applications for major development</p>	<p><u>Building Regulations Part H</u></p> <p><u>Sewers for Adoption</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 39 of Appendix 1</p>
<b>Health Impact Assessment</b>	<p>Eastbourne Policy D1: Sustainable Development Policy D7: Community, Sport and Health</p>	<p>All major applications</p> <p>All applications with specific public health impacts</p>	<p><u>NPPF</u></p> <p><u>Planning Policy</u></p>
<b>Heritage Statement (Including Archaeological Assessment)</b>	<p>Lewes. DM33: Heritage Assets</p> <p>CP11: Built and Historic Environment and Design</p> <p>Eastbourne D10: Historic Environment UHT15: Protection of Conservation Areas UHT16: Protection of Areas of High Townscape Value UHT17: Protection of Listed Buildings and their Settings UHT18: Buildings of Local Interest UHT19: Retention of Historic Buildings</p>	<p>All applications for development affecting a designated heritage asset or its setting. Heritage assets include, but are not restricted to, listed buildings, scheduled monuments, archaeological areas, conservations area, historic parks and gardens and historic battlefields</p>	<p><u>LDC Heritage and Design Guidance (including link to Heritage Statement Template)</u></p> <p><u>EBC Heritage and Design Guidance (including link to Heritage Statement Template)</u></p> <p><u>ESCC Archaeology Guidance</u></p> <p><u>NPPF</u></p> <p><u>Government Guidance on Heritage Statements</u></p> <p><u>Historic England Charter</u></p> <p><u>Planning Policy</u></p> <p>See paragraphs 10 and 11 of Appendix 1</p>

	National Planning Policy Framework (NPPF), para 189		
<b>House in Multiple Occupation (HMO) Management Plan</b>	Eastbourne B2: Creating Sustainable Communities D5: Housing	All applications for HMOs falling within the Sui Generis Use Class	<u>Planning Policy</u>
<b>Housing Statement</b>	Lewes. CP1: Affordable Housing CP2: Housing Type, Mix and Density  Eastbourne D5: Housing HO11: Residential Densities HO12: Residential Mix	All applications for residential development	<u>Planning Policy</u>  See paragraph 19 of Appendix 1  <u>EBC &amp; LDC Affordable Housing Supplementary Planning Document</u>
<b>Land Contamination Assessment</b>	Lewes. DM21: Land Contamination  Eastbourne NE17: Contaminated Land  National Planning Policy Framework (NPPF), paras 179-180	All applications on sites where contamination is known or suspected to exist	<u>NPPF - Chapter 15</u>  <u>Government Guidance on Land Affected by Contamination Planning Policy</u>  See paragraph 28 of Appendix 1
<b>Landscape Appraisal/Study Landscape Visual Impact Assessment Landscaping Details</b>	Lewes. CP10: Natural Environment and Landscape CP11: Built and Historic Environment & Design  Eastbourne D9: Natural Environment	All applications for development, except householder applications, outside of the designated settlement boundary	<u>NPPF - Chapters 8, 12, 13, 14 and 15</u>  <u>Planning Practice Guidance</u>  <u>Planning Policy</u>  See paragraphs 21 and 22 of Appendix 1

	<p>D10a: Design  NE28: Environmental Amenity  UHT1: Design of New Development  UHT4: Visual Amenity  UHT7: Landscaping</p>		
<b>Lighting Assessment</b>	<p>Lewes.  CP11: Built and Historic Environment &amp; Design  DM20: Pollution Management  DM25: Design</p> <p>Eastbourne  D10a: Design  NE28: Environmental Amenity  UHT1: Design of New Development  UHT13: External Floodlighting</p>	<p>All Major Applications</p> <p>All applications proposing external lighting in the Districts Dark Villages</p>	<p><u>Planning Policy</u></p> <p>See paragraph 23 of Appendix 1</p>
<b>Marketing/Viability/Need Assessment</b>	<p>Lewes  CP1: Affordable Housing  CP3: Gypsy and Traveller Accommodation  CP4: Economic Development and Regeneration  CP5: The Visitor Economy  CP6: Retail and Town Centres  CP7: Infrastructure  DM10: Employment Development in the Countryside</p>	<p>Development proposals that result in the loss of visitor accommodation, attractions, and recreation facilities</p> <p>Development proposals for new residential development where the required provision of Affordable Housing will not be met</p> <p>Applications for the removal of agricultural/forestry occupancy conditions</p>	<p><u>Planning Policy for Traveller Sites</u></p> <p><u>Caravan Sites and the Control of Development Act 1960</u></p> <p><u>Lewes District Employment Land Review</u></p> <p><u>Eastbourne Employment Land Review</u></p> <p><u>LDC Affordable Housing Supplementary Planning Document</u></p>

	<p>DM11: Existing Employment Sites in the Countryside DM13: Existing Visitor Accommodation</p> <p>Eastbourne D5: Housing B11: Retention of Cass B1, B2 and B8 Sites and Premises B14: Retention of Employment Commitments HO3: Retaining Residential Use HO7: Redevelopment HO8: Redevelopment of Garage courts HO9: Conversions and Change of Use HO10: Residential Use Above Shops HO14: Houses of Multiple Occupation HO15: Dedicated Student Accommodation HO16: Sheltered Housing HO17: Supported and Special Needs Housing HO18: Wheelchair Housing LCF2: Resisting Loss of Playing Fields LCF21: Retention of Community Facilities TO2: Retention of Tourist Accommodation</p>	<p>Development proposals to meet the needs of the Gypsy and Travelling community</p> <p>Change of use resulting in the loss of employment land</p> <p>Development resulting in the loss of retail (Class A/E) units</p> <p>Development that would result in the loss of community facilities</p>	<p><u>EBC Affordable Housing Supplementary Planning Document</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 32 in Appendix 1</p>
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<p><b>Noise Assessment</b></p>	<p>Lewes.  CP11: Built and Historic Environment &amp; Design  DM20: Pollution Management  DM23: Noise  DM25: Design</p> <p>Eastbourne.  D10a: Design  NE18: Noise  NE28: Environmental Amenity</p> <p>National Planning Policy Framework (NPPF), para 180</p>	<p>All applications, other than householder, likely to generate noise that may raise issues of disturbance by noise and/or reduce tranquillity, including where residential or other noise sensitive uses are proposed adjacent to existing noise sources</p>	<p><u>NPPF - Chapters 15 and 17</u></p> <p><u>Planning Practice Guidance - Noise</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 25 of Appendix 1</p>
<p><b>Open Space Assessment</b></p>	<p>Lewes.  CP8: Green Infrastructure  CP11: Built and Historic Environment &amp; Design  DM14: Multi-function Green Infrastructure  DM15: Provision for Outdoor Playing Space  DM16: Children's' Play Space in New Housing Development</p> <p>Eastbourne  D9: Natural Environment  D10a: Design  D11: Eastbourne Park  E1: Infrastructure Delivery  LCF2: Resisting Loss of Playing Fields</p>	<p>All applications for development where public open space is to be lost or new open space required as part of the development</p>	<p><u>NPPF - Chapter 8</u></p> <p><u>Government Guidance on - Open Spaces, Sports and Recreation Facilities, Public Rights of Way and Local Green Space</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 24 of Appendix 1</p>



	LCF3: Criteria for Children's Play space LCF4: Outdoor Playing Space Contributions		
<b>Information to support Outline Applications.</b>  <b>Where the matters are reserved for subsequent approval the Council may call in additional material</b>	The Town and Country Planning (Development Management Procedure) (England) Order 2015 (As Amended)	Outline Applications	<u>Application Guidance</u>  <u>DMPO 2015</u>
<b>Playing Field/Sports Provision Assessment</b>	Lewes. CP6: Retail and Town Centres CP8: Green Infrastructure DM15: Provision for Outdoor Playing Space  Eastbourne LCF2: Resisting Loss of Playing Fields LCF3: Criteria for Children's Play space LCF4: Outdoor Playing Space Contributions LCF5: Eastbourne Sports Park UHT8: Protection of Amenity Space	All development which would result in the loss of playing fields or impact on existing sports facilities	<u>NPPF - Chapter 8</u>  <u>Government Guidance on - Open Spaces, Sports and Recreation Facilities, Public Rights of Way and Local Green Space</u>  <u>Planning Policy</u>  See paragraph 40 of Appendix 1
<b>Planning Obligation Provisions (Unilateral Undertakings or a Draft Heads of Terms there will be a charge for legal services to complete the agreements and also a monitoring charge for compliance)</b>	National Planning Policy Framework (NPPF), para 56	All major applications (10+ dwellings, over 1000 square metres of non-residential floor space etc) will be required to be accompanied by draft Heads of Terms for S106	<u>NPPF</u>  See paragraph 31 of Appendix 1

<p><b>Planning Statement</b>  (can include Statement of Community Involvement)</p>	<p>National Planning Policy Framework (NPPF)</p>	<p>A Planning Statement will be required for all applications where the context and justification for a proposed development needs to be demonstrated, including but not limited to:</p> <ul style="list-style-type: none"> <li>• All major applications</li> <li>• Changes of use; and</li> <li>• Developments that do not accord with the development plan.</li> </ul>	<p><u>National Validation requirements</u></p> <p><u>NPPF</u></p> <p><u>DMPO 2015</u></p> <p>See paragraphs 1 and 2 of Appendix 1</p>
<p><b>Planning statement and additional supporting information – Variation of condition and minor material amendments</b></p>	<p>Town and Country Planning Act 1990</p>	<p>Variation/removal of condition and minor material amendment (Section 73 of the Town and Country Planning Act 1990)</p>	<p>National Planning Practice Guidance on <u>flexible options for planning permission</u></p>
<p><b>Planning statement and additional supporting information – Non-material amendments</b></p>	<p>Town and Country Planning Act 1990</p>	<p>Non-material amendment applications</p>	<p>National Planning Practice Guidance on <u>flexible options for planning permission</u></p>
<p><b>Renewable/Low Carbon Energy and Sustainable Use of Resources Statement</b></p>	<p>Lewes. CP14: Renewable and Low carbon Energy</p> <p>Eastbourne D1: Sustainable Development</p>	<p>All applications</p>	<p><u>Sustainable Building Design - Supplementary Guidance</u></p> <p><u>Renewable Energy Guidance</u></p> <p><u>LDC Electric Vehicle Charging Points Technical Guidance</u></p> <p><u>EBC Electric Vehicle Charging Points Technical Guidance</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 18 of Appendix 1</p>

<p><b>Retail/Leisure Impact Assessment Main Town Centre and Retail Sequential Test</b></p>	<p>Lewes. CP6: Retail and Town Centres</p> <p>Eastbourne Town Centre Local Plan</p> <p>National Planning Policy Framework (NPPF), para 89</p>	<p>Required where retail floor space exceeds the below standards: Main Town Centre - 750sqm or more District Centre - 500sqm or more Local Service Centre - 250sqm or more Outside of Town Centre Leisure Uses above 2500sqm</p> <p>Applications for any of the following:</p> <ul style="list-style-type: none"> <li>• Major Retail and leisure developments</li> <li>• Smaller retail and leisure likely to have a significant impact on smaller centres.</li> <li>• Applications for other main town centre uses when they are an edge of centre or out of centre location, and not in accordance with a development plan.</li> </ul>	<p><u>Town Centre Vitality</u></p> <p><u>NPPF</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 45 of Appendix 1</p>
<p><b>Road Safety Audit (Stage 1 required at Validation)</b></p>	<p>National Planning Policy Framework (NPPF), para 108</p>	<p>For all major developments that include any of the following:</p> <ul style="list-style-type: none"> <li>• Alteration to an existing highway.</li> <li>• Intensification of use of existing access.</li> <li>• Formation of a new access.</li> <li>• Off-site highway improvements.</li> <li>• New residential estate roads.</li> </ul>	<p><u>NPPF</u></p> <p>See paragraph 33 of Appendix 1</p>
<p><b>Schedule of works</b></p>	<p>Planning (Listed Buildings and Conservation Areas) Act 1990</p> <p>National Planning Policy Framework (NPPF)</p> <p>Lewes. DM33: Heritage Assets</p>	<p>All Listed Building Consent applications</p>	<p><u>LDC Heritage and Design Guidance (including link to Heritage Statement Template)</u></p> <p><u>EBC Heritage and Design Guidance (including link to Heritage Statement Template)</u></p> <p><u>ESCC Archaeology Guidance</u></p>

	<p>CP11: Built and Historic Environment and Design</p> <p>Eastbourne  D10: Historic Environment  UHT15: Protection of Conservation Areas  UHT16: Protection of Areas of High Townscape Value  UHT17: Protection of Listed Buildings and their Settings  UHT18: Buildings of Local Interest  UHT19: Retention of Historic Buildings</p>		<p><u>NPPF</u></p> <p><u>Government Guidance on Heritage Statements</u></p> <p><u>Historic England Charter</u></p> <p><u>Planning Policy</u></p>
<p><b>Site Survey (Topographical Survey)</b></p>	<p>Lewes.  CP2: Housing Type, Mix and Density  DM25: Design</p> <p>Eastbourne  D5: Housing  D10a Design  UHT1: Design of New Development</p> <p>National Planning Policy Framework (NPPF)</p>	<p>Required on all developments involving new residential dwellings.</p> <p>All Major developments</p>	<p><u>NPPF</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 42 of Appendix 1</p>
<p><b>Soil Management Plan</b></p>	<p>National Planning Policy Framework (NPPF)</p>	<p>All applications for development where the movement of top and/or subsoils is proposed</p>	<p><u>NPPF - Chapter 15</u></p> <p>See paragraph 34 of Appendix 1</p>

<p><b>Sunlight/Daylight Assessment</b></p>	<p>Lewes. CP11: Built and Historic Environment &amp; Design</p> <p>DM25: Design</p> <p>DM28: Residential Extensions</p> <p>Eastbourne D10a: Design HO20: Residential Amenity UHT1: Design of New Development</p>	<p>All applications for development where there is the potential to impact on the sunlight/daylight of an adjoining property</p>	<p><u>BRE Sunlight/Daylight Assessment Guidance</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 27 of Appendix 1</p>
<p><b>Surface Water Drainage Strategy</b></p>	<p>Lewes. CP11: Built and Historic Environment &amp; Design CP12: Flood Risk, Coastal Erosion and Drainage DM22: Water Resources and Water Quality</p> <p>Eastbourne NE4: Sustainable Drainage Systems US4: Flood Protection and Surface Water Disposal US5: Tidal Flood Risk US6: Integrity of Flood Defences</p>	<p>All applications for major development</p> <p>Allocations within Local Plan</p> <p>All applications where there is a net gain in hard surface or building coverage</p>	<p><u>SuDS Calculation Tool</u></p> <p><u>NPPF - Chapter 14</u></p> <p><u>Planning Practice Guidance - Water</u></p> <p><u>Sustainable Drainage Systems: Non-statutory Technical Standards</u></p> <p><u>Guide to Sustainable Drainage Systems in East Sussex</u></p> <p><u>Rainfall Runoff Management for Developments</u></p> <p><u>Planning Policy</u></p> <p>See paragraph 9 of Appendix 1</p>
<p><b>Sustainability Statement</b></p> <p><b>Sustainability in Development Technical Advice Note (TAN)</b></p>	<p>Lewes. CP14: Renewable and Low carbon Energy</p>	<p>All applications for new residential, commercial, agricultural or community buildings, including conversion of existing buildings</p>	<p><u>Building Research Establishment Environmental Assessment Method</u></p>

<p><b>Sustainability in Development Checklist</b></p>	<p>Eastbourne. D1: Sustainable Development</p>	<p>TANS Sustainability in Development: Appendix 1 is for Major Applications which is to be used on applications which meet the following criteria:</p> <ul style="list-style-type: none"> <li>• Residential: 10 or more dwellings / over half a hectare / building(s) exceeds 1000m<sup>2</sup> floor space</li> <li>• Commercial: 1,000m<sup>2</sup> or more floor space / 1 or more hectares 4.7</li> </ul> <p>Appendix 2 is for Minor Applications and should be used on applications which meet the following criteria:</p> <ul style="list-style-type: none"> <li>• Residential: up to 10 dwellings</li> <li>• Commercial: under 1,000m<sup>2</sup> floor space / less than 1 hectares</li> </ul>	<p><a href="#"><u>Sustainable Building Design - Supplementary Guidance</u></a></p> <p><a href="#"><u>Renewable Energy Guidance</u></a></p> <p><a href="#"><u>LDC Electric Vehicle Charging Points Technical Guidance</u></a></p> <p><a href="#"><u>EBC Electric Vehicle Charging Points Technical Guidance</u></a></p> <p><a href="#"><u>TAN Sustainability in Development</u></a></p> <p><a href="#"><u>TAN Circular Economy</u></a></p> <p><a href="#"><u>Planning Policy</u></a></p> <p>See paragraph 18 of Appendix 1</p>
<p><b>Statement of Community Involvement (SCI)</b></p>	<p>National Planning Policy Framework (NPPF), para 128</p>	<p>SCI will be provided where the proposal:</p> <ul style="list-style-type: none"> <li>• Is contrary to (a departure from) the Development Plan policies.</li> <li>• Major Development</li> <li>• Other potentially controversial applications where the nature of the development is likely to attract significant local interest.</li> </ul>	<p><a href="#"><u>NPPF</u></a></p> <p>See paragraph 3 of Appendix 1</p>
<p><b>Telecommunications Statement</b></p>	<p>Lewes. DM32: Telecommunications Infrastructure</p> <p>Eastbourne US9: Telecommunications Development</p>	<p>All telecommunications equipment applications</p>	<p><a href="#"><u>Code of Best Practice on Mobile Network Development in England</u></a></p> <p><a href="#"><u>NPPF</u></a></p> <p><a href="#"><u>Planning Policy</u></a></p> <p>See paragraph 30 of Appendix 1</p>

	National Planning Policy Framework (NPPF), paras 112-116		
<b>Transport Assessment/Parking Provision Assessment including the location and number of electric charging points and vehicle tracking and visibility splays</b>	<p>Lewes.  CP11: Built and Historic Environment &amp; Design  CP13: Sustainable Travel  DM35: Footpath, Cycle and Bridleway Network</p> <p>Eastbourne  D8: Sustainable Travel  TR2: Travel Demands  TR5: Contribution to the Cycle Network  TR8: Contributions to the Pedestrian Network  TR11: Car Parking</p> <p>National Planning Policy Framework (NPPF), paras 102, 108 111-112</p>	<p>All applications for major development</p> <p>All applications likely to generate 30 two-way peak hour vehicle trips or more will require a Transport Assessment.</p> <ul style="list-style-type: none"> <li>• Applications likely to result in a material increase in the character of traffic entering or leaving a trunk road will require a Transport Assessment.</li> <li>• Applications that result in lower but still significant transport considerations will require a Transport Statement</li> </ul> <p>All applications likely to result in either:</p> <ul style="list-style-type: none"> <li>• a loss or gain in parking provision on site.</li> <li>• an increase in parking demand.</li> <li>• a change to vehicular / pedestrian access</li> </ul> <p>As part of the transport assessment vehicle tracking and visibility details shall be provided</p>	<p><u>NPPF - Chapters 6, 9, 13 and 17</u></p> <p><u>Planning Practice Guidance - Transport</u></p> <p><u>ESCC Parking Standards</u></p> <p><u>Transport Assessments Advice</u></p> <p><u>Planning Policy</u></p> <p>See Paragraphs 13, 15 and 16 of Appendix 1</p>
<b>Travel Plan</b>	<p>Lewes.  CP11: Built and Historic Environment &amp; Design  CP13: Sustainable Travel  DM35: Footpath, Cycle and Bridleway Network</p>	<p>All applications for major development</p> <p>All non-residential proposals involving 50 employees or more. • Development that is likely to increase accidents or conflicts between motorised and non-road</p>	<p><u>NPPF - Chapters 6, 9, 13 and 17</u></p> <p><u>Planning Practice Guidance - Travel</u></p> <p><u>ESCC Travel Plan Guidance</u></p>

	<p>Eastbourne D8: Sustainable Travel TR2: Travel Demands</p> <p>National Planning Policy Framework (NPPF), paras 111-112</p>	<p>users particularly the vulnerable • Development generating 30 or more two-way vehicle movements in any hour • Development generating 100 or more parking spaces • Development generating significant freight or HGV vehicles per day, or significant abnormal loads</p>	<p><u>Planning Policy</u></p> <p>See paragraph 14 of Appendix 1</p>
<p><b>Tree Survey, or Arboricultural Assessment, or Arboricultural Method Statement and Tree Protection Plan</b></p>	<p>Lewes. CP10: Natural Environment and Landscape DM24: Protection of Biodiversity and Geodiversity DM25: Design DM27: Landscape Design</p> <p>Eastbourne D10a: Design NE28: Natural Environment UHT1: Design of New Development UHT4 Visual Amenity UHT6: Tree Planting UHT7: Landscaping</p> <p>National Planning Policy Framework (NPPF), paras 170, 175</p>	<p>All applications for development with the potential to affect trees</p>	<p><u>Wild Birds: Protection and Licences</u></p> <p><u>Bats: Building, Planning and Development</u></p> <p><u>NPPF</u></p> <p><u>Planning Policy</u></p> <p>See Paragraph 7 of Appendix 1</p>
<p><b>Ventilation/Extraction Details</b></p>	<p>Lewes. CP9: Air Quality</p> <p>Eastbourne NE28: Environmental Amenity</p>	<p>All applications for development that includes installation of ventilation/extraction equipment</p>	<p><u>Planning Practice Guidance (Noise)</u></p> <p><u>Guidance on the Control of Odour and Noise from Commercial Kitchen Exhaust</u></p>



	National Planning Policy Framework (NPPF), para 170		<u>HSE: Ventilation in Catering Kitchens</u>  <u>NPPF</u>  <u>Planning Policy</u>  See paragraph 26 of Appendix 1
<b>Waste Provision Statement, or Waste Management Plan/Strategy</b>  <b>Site Waste Management Plan</b>  <b>Circular Economy</b>	Lewes. CP11: Built and Historic Environment & Design DM20: Pollution Management  Eastbourne NE5: Minimisation of Construction Waste NE6: Recycling Facilities NE7: Waste Minimisation Measures in Residential Areas	To be submitted for all Major and Minor application types of development at officer discretion	<u>Recycle Kerbside SPG</u>  <u>Circular Economy TAN</u>  <u>Planning Policy</u>  See Paragraph 29 of Appendix 1
<b>Window and Door Details</b>	Lewes. CP2: Housing Type, Mix and Density CP11: Built and Historic Environment & Design  DM25: Design DM28: Residential Extensions DM33: Heritage Assets  Eastbourne D10: Historic Environment D10a Design	On all applications that are proposing changes and adaptations to existing windows and doors and this will primarily be in Conservation Areas and Listed Buildings	<u>Planning Policy</u>  See paragraph 12 of Appendix 1

	UHT1: Design of New Development UHT15: Protection of Conservation Areas UHT17: Protection of Listed Buildings and their settings		
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