



**Somerset**  
Council

SOMERSET COUNCIL

PLANNING AND DEVELOPMENT

APPLYING FOR PLANNING PERMISSION:

INFORMATION REQUIREMENTS AND THE VALIDATION

OF PLANNING APPLICATIONS FOR

MINERALS AND WASTE DEVELOPMENTS

2023

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Always required



Sometimes required (see text)

Table Key:

## **APPLYING FOR PLANNING PERMISSION TO SOMERSET COUNCIL – MINERALS AND WASTE TEAM**

Somerset Council is committed to providing a professional and efficient Planning Control service. To provide a quality service it is essential that we receive quality applications, and this document is part of a suite of documents that will help all potential applicants to prepare their submissions to ensure that they can be dealt with promptly, and to make sure applications contain all the information that we require to efficiently process the application.

The list covers all types of applications – full, section 73, non-material amendments, Hazardous substance consent and Lawfulness Development Certificates.

### **The Scope/Purpose of this Document**

The purpose of providing guidance on the validation of planning applications is to:-

- help planning applicants to understand the type and extent of information that will be required of them;
- provide greater certainty that officers can fully interpret and appreciate your proposals;
- enable the Council to have all the information it needs in order to determine the application, draft the planning permission and word any planning conditions required;
- minimise the risk that the Council will have to go back to an applicant for more information and thus help us determine your application more efficiently and to avoid delays;
- ensure more consistency when we register and validate applications, recognising the need for variation depending on the nature of your proposal.

The extent of information requested for validation has been the subject of consultation and will be sought on the basis of what is considered to be reasonable and proportionate having regard to the scale and nature of the proposed development and material considerations - as set out in The Town and Country Planning (Development Management Procedure) (England) Order 2015 Part 3 Article 11 (3) (c).

The local validation checklist should be reviewed and republished bi-annually as required under The Town and Country Planning (Development Management Procedure) (England) Order 2015 Part 3, Article 11 (3) (d).

This document lists the minimum national and local information requirements for planning applications. In order to assist you as much as possible there are notes included which explain what we expect you to submit in each case. Applicants should note that in some cases additional information not contained within these lists may be required; however, the absence of such information will not impair the registration of the process and will be sought post-validation.

### **Pre-application advice**

Before submitting your application Somerset Council requests that you consider seeking pre-application advice. It can be very helpful for you to seek our advice about your planning proposals before submitting your actual application. This can help to overcome potential difficulties and make sure your application addresses all the important planning considerations. It is an opportunity to better understand the way in which an application will be judged against the policies in the development plan and other material considerations. Here is a link to our pre-application guidance: <https://wwwmedia.somerset.gov.uk/wp-content/uploads/2019/12/Planning-pre-application-advice-protocol.pdf>

### **Invalid Applications**

The Council can decline to determine any invalid application. We will notify you if the application is invalid and will normally allow you the opportunity to rectify the situation by submitting the additional information. Applications which have been declared invalid will be returned if the required additional information has not been provided within 28 days of notification. In addition, if the initial check upon receipt suggests that an application is acceptable but is subsequently found to be invalid, we can de-register the application in order to make sure it is corrected.

If you disagree with our reasons for invalidating the application, please contact us on 01823 358254 to discuss the issue (or via e-mail to [planningmineralsandwaste@somerset.gov.uk](mailto:planningmineralsandwaste@somerset.gov.uk)) If the dispute cannot be resolved and more than 8 weeks have passed since the application was submitted for determination (or 13 weeks, for major applications or 16 weeks for large major applications), you may have the right to appeal against non-determination on the grounds of invalidity after 8 or 13/16 weeks (as applicable).

Details on this are available from The Planning Inspectorate <https://www.gov.uk/government/organisations/planning-inspectorate>

### **Planning Application Forms (1APP)**

For Waste applications you are required to use the standard planning application forms ('1APP form') found on the Planning Portal on [www.planningportal.gov.uk](http://www.planningportal.gov.uk)


You are encouraged to submit your planning application online via the Planning Portal. There is not currently the facility to submit Minerals applications via the Planning Portal. Instead, please complete our own SC form which can be found at <https://www.somerset.gov.uk/waste-planning-and-land/apply-for-planning-permission-for-a-minerals-development/> and submit your application via email to [planningmineralsandwaste@somerset.gov.uk](mailto:planningmineralsandwaste@somerset.gov.uk)


Any supporting information not submitted through the portal can be provided on an electronic storage device.

Whilst an electronic submission is preferred, if you wish to submit paper copies of the required forms and plans you will need to submit 1 paper copy to: Planning Section, Somerset Council, County Hall, The Crescent, Taunton, TA1 4DY.

### **Cross boundary applications**

It may be that your proposal straddles two County boundaries. In this case the Authority with the majority of the application site will handle your proposal (although the relevant Authority will consult with the neighbouring authority during the processing of the application)

Document/Plan	Required?	What is required?	Reason/Policy justification
Application Form/Certificates/Fee		<p>Online &amp; electronic submissions are encouraged.</p> <p>Additional copies may be requested if needed for consultation.</p> <p>Please make sure you complete all the relevant sections;</p> <p>Paper copies - make sure that all copies are signed.</p> <p>Online copies – typed signatures are accepted.</p> <p>It should be noted that the planning portal does not accept Minerals applications – the required forms are accessible here <a href="https://www.somerset.gov.uk/waste-planning-and-land/apply-for-planning-permission-for-a-minerals-development/">https://www.somerset.gov.uk/waste-planning-and-land/apply-for-planning-permission-for-a-minerals-development/</a></p>	<p>The Town and Country Planning (Development Management Procedure) (England) Order 2015</p>


Document/Plan	Required?	What is required?	Reason/Policy justification
Location Plan (existing and proposed)		<ul style="list-style-type: none"> <li><input type="checkbox"/> All applications must include a location plan an up-to-date map (preferably from an Ordnance Survey base) ideally at a metric scale of 1:1250 or 1:2500.</li> <li><input type="checkbox"/> Plans should show (where possible) at least two named roads and any surrounding buildings. Any other public rights of way affected (if known) should also be shown.</li> <li><input type="checkbox"/> The direction of North should be shown.</li> <li><input type="checkbox"/> Any properties shown should be numbered or named to ensure that the exact location of the application site is clear.</li> <li><input type="checkbox"/> The application site must be edged clearly with a <b>red line</b>. It should include all land necessary to carry out the proposed development including land required for access to the site from a public highway, visibility splays, landscaping, car parking and open areas around buildings.</li> <li><input type="checkbox"/> A <b>blue line</b> must be drawn around any other land owned by the applicant, close to or adjoining the application site.</li> <li><input type="checkbox"/> Plans should be clearly titled and given a unique reference number, signed and dated.</li> </ul>	The Town and Country Planning (Development Management Procedure) (England) Order 2015






Document/Plan	Required?	What is required?	Reason/Policy justification
<p>Site/Block Plan (existing and proposed)</p> <p>Block plan not relevant for most mineral development but a site layout plan showing faces, processing areas, welfare and workshop or other buildings is required</p>		<p><input type="checkbox"/> This should be drawn at a scale of at 1:200 or 1:500 (for larger sites it may be permissible for a 1:1000 scale) and should accurately show:</p> <ul style="list-style-type: none"> <li>○ The direction of North;</li> <li>○ The proposed development in relation to the site boundaries and other existing buildings on the site, with written dimensions including those to the boundaries;</li> <li>○ All the buildings, roads and footpaths on land adjoining the site boundary including access arrangements;</li> <li>○ Areas for parking and access to serve the site itself;</li> <li>○ The species, position and spread of all trees within 12 metres of any proposed buildings or operations;</li> <li>○ The extent and type of any hard surfacing;</li> <li>○ Boundary treatment including walls or fencing where this proposed.</li> </ul>	<p>The Town and Country Planning (Development Management Procedure) (England) Order 2015</p>



		<ul style="list-style-type: none"><li>- The location and identity of fixed and mobile plant associated with the development</li><li>- It is also helpful to identify residential development associated with, or in the ownership of the developer as this may influence consideration of amenity</li></ul>	
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Document/Plan	Required?	What is required?	Reason/Policy justification
<p>Elevation Drawings (existing and proposed)</p>		<p>Only required when buildings or structures are involved in the application.</p> <p>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. The plans should show the relationship the proposal and any buildings nearby, including the position of any openings.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> New buildings should also be shown in context with adjacent buildings. All sides of the proposal must be shown 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.</li> <li><input type="checkbox"/> Plans will be checked for consistency; any significant discrepancies will result in the application being invalid. Any plans</li> </ul>	<p>The Town and Country Planning (Development Management Procedure) (England) Order 2015</p>

		marked with a disclaimer (such as “do not scale” or “not to scale”) will result in the application not being valid.	
Floor Plans (existing and proposed)		<p>Only required when buildings are involved in the application</p> <p><input type="checkbox"/> Plans should show all relevant existing and proposed floor plans.</p>	The Town and Country Planning (Development Management Procedure) (England) Order 2015
Roof Plans (existing and proposed)		<p>Only required when buildings are involved in the application</p> <p><input type="checkbox"/> A roof plan, which shows the shape of the roof, its material, vents and other relevant details, should also be submitted.</p>	The Town and Country Planning (Development Management Procedure) (England) Order 2015


Document/Plan	Required?	What is required?	Reason/Policy justification
Section Plans / Levels (existing and proposed)		<p>Required when there is a change in ground levels or when buildings are proposed.</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> In all cases where a proposal involves a change in ground levels, drawings should be submitted to show both existing and finished levels. Full information should also be submitted to demonstrate how proposed buildings relate to existing site levels and neighbouring development. These plans should show existing site levels and finished floor levels (with levels related to a fixed datum point off site) and also show the proposals in relation to adjoining buildings.</li> <li><input type="checkbox"/> Plans drawn at a scale of 1:50 or 1:100 showing a cross section(s) through the proposed building(s) should be submitted.</li> <li><input type="checkbox"/> The drawings may take the form of contours, spot levels or cross or long sections as appropriate to the type of development proposed.</li> <li><input type="checkbox"/> Development on sloping sites must be carefully considered and as such the respective levels are very important as part of a submission.</li> </ul>	The Town and Country Planning (Development Management Procedure) (England) Order 2015


Document/Plan	Required?	What is required?	Reason/Policy justification
Photographs		Useful for identifying the site and illustrating the potential impact/benefit of the proposed development. Photographs should include views of site and existing development with additional views from the site toward locations of environmental sensitivity where impacts may form a planning consideration. Details of site entry / exist, internal haul route and significant plant and machinery will help clarify description of intended development.	
Document/Plan	Required?	What is required?	Reason/Policy justification
Draft S106 / Heads of Terms		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	NPPF – Planning conditions and obligations (paras 54-57)  Planning Practice Guidance – Planning Obligations.  Policy SD1 – Somerset Minerals Plan


		<p>which would otherwise be unacceptable in planning terms.</p> <p>This could include brief draft heads of terms for an agreement, or even a draft section 106 Agreement or unilateral undertaking.</p> <p>Applicants should clarify the Council's potential requirements in pre-application discussions and confirm any planning obligations that they might need to meet.</p>	<p>Policy SD1 – Somerset <u>Waste Core Strategy</u></p>
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Document/Plan	Required?	What is required?	Reason/Policy justification
Statement of Community Involvement		<p>All applications, particularly where a boundary is shared with a private residential or sensitive use (proportionate and specific to the development)</p> <p>The statement should include:</p> <ul style="list-style-type: none"> <li>• details of any consultation held with any neighbours of the site;</li> <li>• any issues identified through this consultation; and</li> <li>• the response to these issues and how the proposal has been amended.</li> </ul> <p>If consultation is not carried out, the reasons as to why it has not taken place should be included in the application.</p>	<p>NPPF Paragraphs 39-46</p> <p>Planning Act 2008 (see section 37.3.c of the act)</p> <p>Policy DM8 – Protection of local amenity - Somerset Minerals Plan</p> <p>Somerset Waste Core Strategy - Objective E: to empower local people to become more involved in the management of waste as a resource</p>



Document/Plan	Required?	What is required?	Reason/Policy justification
Environmental Impact Assessment (E.I.A)/Environment Statement		<p>Compulsory for all development listed in Schedule 1 and for all development listed in Schedule 2 likely to have significant effects on the environment.</p> <p>Where a development is subject to EIA and there is also a requirement to carry out a Habitats Regulation Assessment (HRA), where appropriate, the HRA and the EIA must be co-ordinated.</p>	<p>The Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (as amended)</p> <p>The Conservation of Habitats and Species Regulations 2017</p> <p>Helpful Guidance Environmental Impact Assessment</p>


Document/Plan	Required?	What is required?	Reason/Policy justification
<p>Utilities Site Survey</p>		<p>A site survey for infrastructure such as electricity overhead lines, underground cables, drainage infrastructure, hazardous substances, gas supplies, or substations that could be affected either by the proposed development or by its construction activity should be included.</p> <p>Where an application is within 15m of an overhead line or 10m of a substation or an underground cable, or the access to a substation or pylon, Western Power Distribution should be consulted prior to an application being made.</p> <p>National Grid has information on their overhead lines and substations on their website here. The Health and Safety Executive has information for proposals that are near hazardous installations here.</p>	<p>NPPF - Paragraph 180</p> <p>Policy DM4 – Somerset Minerals Plan</p> <p>Policy DM7, DM8 – Somerset Waste Core Strategy</p>

Document/Plan	Required?	What is required?	Reason/Policy justification
<p>Mineral Safeguarding</p>		<p>Applicable to all types of development. An applicant will need to demonstrate that satisfactory consideration has been given in regard to the proximity of safeguarded mineral resources.</p> <p>Where non-mineral development is proposed within a Mineral Safeguarded Area, other than those type of exempted developments*, it will be necessary to demonstrate to the satisfaction of the MPA that sterilisation of proven mineral resources of economic importance will not occur or prejudice the use of safeguarded operational / permitted mineral sites as a result of the development, plus future extraction in the vicinity would not be constrained.</p> <p>This information could be included in a <b>Mineral Resource/Infrastructure Assessment</b>.</p>	<p>Somerset Minerals Plan – Chapter 11 and Policy SMP9. Mineral safeguarding areas shown on Map 8 and safeguarded infrastructure on Maps 9 -11 respectively of the Somerset Minerals Plan.</p> <p>*Exemption List - Table 6 (SMP)</p> <p>NPPF – para 204 – 206.</p> <p>Further information on mineral safeguarding is contained in the Planning Officer Society /Mineral Product Association guidance document:  <a href="https://www.mineralproducts.org/documents/MPA_POS_Mineral_Safeguarding_Guidance_Document.pdf">https://www.mineralproducts.org/documents/MPA_POS_Mineral_Safeguarding_Guidance_Document.pdf</a>.</p>




Document/Plan	Required?	What is required?	Reason/Policy Justification
Waste Site Safeguarding		<p>Applicable to all types of development. An applicant will need to demonstrate that satisfactory consideration has been given in regard to proximity of development in relation to both operational and proposed waste sites. Waste sites need to be safeguarded against non-waste related uses /inappropriate development that may result in the closure or relocation of those facilities.</p> <p>Where non-waste development is proposed on or adjacent to existing sites or those with planning permission for waste management facilities, it will be necessary to demonstrate to the satisfaction of the WPA:</p> <ul style="list-style-type: none"> <li>a) That the operation of the existing or planned waste management facility is not, or will not be, detrimentally affected and the development proposal would not suffer unacceptable adverse impacts as a result of the operation of the waste facility; or</li> <li>b) there is an overriding need for the development in that location.</li> </ul>	<p>Somerset Waste Core Strategy – Chapter 14 and Policy DM5.</p> <p>A list of waste sites is maintained by the Council’s Annual Monitoring Report available on the Council’s website:  <a href="http://www.somerset.gov.uk/waste-planning-and-land/minerals-and-waste-development-scheme">www.somerset.gov.uk/waste-planning-and-land/minerals-and-waste-development-scheme</a>.</p>




Environment

Document/Plan	Required	What is Required?	Reason/Policy Justification
Restoration and aftercare proposals for mineral and landfill development		Concept scheme required at application stage for all applications (pertaining to mineral and landfill development), detailed scheme to be subject of condition, timing dependent on site and duration of operations.	NPPF paragraph 204 – 206.  NPPW paragraph 7  Policy DM7 – Somerset Minerals Plan  Policy DM4 – Somerset Waste Core Strategy
Oil and gas Development		General requirements covered in section 6 of the application form for onshore oil and gas development. This includes: <ul style="list-style-type: none"> <li>- What phase of development</li> <li>- Brief description of development</li> <li>- Quantity (m3)</li> <li>- Period of permission</li> <li>- Location of hydrocarbon licence block</li> <li>- Surface area (ha)</li> <li>- If an ES attached to the application.</li> </ul> <p>Community engagement regarding oil and gas extraction is very important. This is applicable to both pre application and during the operational life of the site. An applicant must outline how they intend to engage with local communities during the operational life of the site.</p>	Somerset Minerals Plan – Policy SMP7 and DM8.  PPG – Minerals/hydrocarbon extraction.  Application Form available from: <a href="https://www.planningportal.co.uk/info/200126/applications/61/per_forms/2">https://www.planningportal.co.uk/info/200126/applications/61/per_forms/2</a>  'Guidance on Fracking: developing shale gas in the UK' - available from Department for Business, Energy and Industrial Strategy (BEIS) at <a href="http://www.gov.uk">www.gov.uk</a> .

Document	Required?	What is required?	Reason/Policy Justification
Public Rights of Way and Green Infrastructure Assessment		<p>For all development that may impact upon the use or enjoyment of a Public Right of Way, Town or Village Green, Open Access Land, Common Land or other public green space or infrastructure. The submitted information should include plans showing existing Public Rights of Way within or adjacent to the application site. Details of any proposed or current diversions or temporary closures of the rights of way should be provided. Any proposed Rights of Way should be included and shown on plans. Details of these proposals should also be included in the Planning Statement. Temporary diversions in connection with Minerals development can be secured under Section 257 of the Town and Country Planning Act 1990. However, these powers for temporary diversion cannot be used in connection with Waste developments except when part of the restoration proposals for a mineral development.</p>	<p>NPPF paragraphs 96, 97</p> <p>NPPG – Open Space, Sports and Recreation Facilities, Public Rights of Way and Local Green Space</p> <p>Somerset Minerals Plan – DM6</p> <p>Somerset Waste Core Strategy – DM3</p>


Environment

Document/Plan	Required?	What is required?	Reason/Policy justification
Aerodrome statement (safeguarding)		Statement reacting to the proposals impact (if any) on the nearby aerodrome safeguarding zone. In terms of whether your proposal falls within such a zone you should contact your Area Planning team.	Circular 01/2003: Safeguarding aerodromes, technical sites and military explosives storage areas
Green Belt Assessment		There is only a small area of land in Somerset which is classed as Green Belt which is in the former Mendip District Council Area Refer to Area East planning policy webpages for further information: <a href="https://www.mendip.gov.uk/planningpolicy">https://www.mendip.gov.uk/planningpolicy</a>	NPPF - section 13: protecting green belt land  Somerset and Exmoor National Park Joint Structure Plan Review 1991-2011 (April 2000) Policies - saved policy 6
Coal Mining risk assessment		Coalfields are divided into high and low risk areas. A high-risk area is where there are hazards that are likely to affect new development. Planning applications for proposals involving built development or disturbance to the ground in Development High Risk Areas, as defined by the Coal Authority, and held electronically by the Local Planning Authority, should be accompanied by a Coal Mining Risk Assessment. Further information can be found on the Coal Authority website including an interactive map showing the extent	NPPF  PPG  Somerset Minerals Plan – Policy DM10 and SMP7  Coal Mining Risk Assessment (version 6)


		of the referral area and the information required for inclusion in the Coal Mining Risk Assessment.	
Document/Plan	Required?	What is required?	Reason/Policy justification
Archaeological Assessment		Required in Areas of High Archaeological Potential. In terms of defining whether your proposal lies in an Area of High Archaeological Potential you should contact your relevant planning authority.	NPPF paragraph 189 Policy DM3 – Somerset Minerals Plan Policies DM3 – Somerset Waste Core Strategy
Heritage Statement		Required for works within a Conservation Area, works adjacent or to a Listed Building, Scheduled Ancient Monument.	NPPF Paragraph 189 Policy DM3 – Somerset Minerals Plan Policy DM3 – Somerset Waste Core Strategy
Education Statement		Required for all school related development. This should set out the reasons why such facilities are required: <ul style="list-style-type: none"> <li>• explaining how the proposal helps to deliver Somerset Council’s statutory responsibilities in relation to education</li> <li>• including a consideration of the existing school facilities;</li> <li>• identifying the benefits the development will deliver to the school and local community, and what improvements it will deliver for teaching and learning; and</li> <li>• setting out the alternative options that were considered and, where relevant, local demographic pressures on school places should be explained.</li> </ul>	National Policy The School Premises (England) Regulations 2012, The Education (Independent School Standards) (England) (Amendment) Regulations 2012  NPPF – Paragraph 72



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Document/Plan	Required?	What is required?	Reason/Policy justification
<p>Flood Risk Assessment (FRA)</p>		<p>Applicants should refer to the National Flood Risk Standing Advice and Local Flood Risk Standing Advice  <a href="https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications#which-developments-need-a-flood-risk-assessment">https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications#which-developments-need-a-flood-risk-assessment</a></p> <p>Here is a useful link to Local Standing Advice for Flood Risk from the Environment Agency standing advice for flood risk for Somerset, 2014:  <a href="https://www.somerset.gov.uk/waste-planning-and-land/apply-for-planning-permission/">https://www.somerset.gov.uk/waste-planning-and-land/apply-for-planning-permission/</a></p>	<p>NPPF paragraphs 155-165</p> <p>Policy DM4, DM7 – Somerset Minerals Plan</p> <p>Policy DM2, DM7 – Somerset Waste Core Strategy</p>


## Water Environment

Document/Plan	Required?	What is required?	Reason/Policy justification
Hydrological and Hydrogeological Assessments		<p>For waste applications that involve significant ground works or the infilling of land, dewatering or abstraction and major Regulation 3 applications which require significant ground works.</p> <p>All applications should include:</p> <ul style="list-style-type: none"> <li>• details of existing groundwater levels;</li> <li>• impacts of the development on existing water levels;</li> <li>• mitigation measures and management of such impacts; and</li> <li>• for applications within a groundwater source protection zone, a risk assessment will be required considering the impact on water quality and resources.</li> </ul> <p>For applications involving dewatering or abstraction, the assessment should also include:</p> <ul style="list-style-type: none"> <li>• calculations of the extent and volumes of dewatering;</li> <li>• details of topography and surface drainage, artificial ground, superficial deposits, landslip deposits, rockhead depth, bedrock geology and details of any borehole reports including any information with regard to both licensed and unlicensed abstractions, where necessary;</li> <li>• details of the natural water table including its depth, source catchment areas and characteristics;</li> </ul>	<p>NPPF – Paragraphs 17 and 109</p> <p>Policies DM4, DM5, DM7 - Somerset Minerals Plan</p> <p>Policy DM2, DM3, DM4, DM5 – Somerset Waste Core Strategy</p> <p>EA Guidance on groundwater protection (GP3)</p>




## Water Environment

		<ul style="list-style-type: none"><li>• consideration of the potential impact upon any wetland SSSI;</li><li>• evidence that third parties will not be affected by the dewatering, and where there is a potential impact upon public and private water supplies, water bodies or watercourses details of mitigating measures must be included in the application;</li><li>• details of proposed methods of dewatering and proposed methods of water disposal;</li><li>• proposed measures to control potential pollution to protect ground and surface water; and</li><li>• any necessary drainage and flood control measures; and proposed monitoring measures, including any requirements for the provision of settlement lagoons; the way in which surface water is to be disposed of; the avoidance of impairing drainage from adjoining areas; and the prevention of material entering open watercourses.</li></ul> <p>Monitoring of the existing water regime for at least 12 months prior to submission of the application may be necessary in order to ensure that surface and ground water can be safeguarded.</p> <p>principles</p>	
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## Water Environment




Document/Plan	Required?	What is required?	Reason/Policy justification
Drainage Plan and Strategy		<p>This should be indicative/conceptual for outline residential and commercial schemes. This should be detailed for full submissions. The plans should detail the surface and foul water drainage strategy and should include Sustainable Urban Drainage principles.</p>	<p>NPPF paragraph 155 – 165</p> <p>Policy DM4 – Somerset Minerals Plan</p> <p>Policy DM2, DM7 – Somerset Waste Core Strategy</p> <p>Local guidance, West of England SUDs guidance on SCC website  <a href="https://www.somerset.gov.uk/waste-planning-and-land/sustainable-drainage-in-somerset/">https://www.somerset.gov.uk/waste-planning-and-land/sustainable-drainage-in-somerset/</a></p>

## Water Environment

Document/Plan	Required?	What is required?	Reason/Policy justification
Geological assessment and mineral properties assessment for mineral development		Minerals development only.	Policy DM2, DM8 – Somerset Minerals Plan
Geotechnical Assessment		Required where land instability may be an issue. A geotechnical study should be provided where a proposed development may have potential impacts on the underlying geology or stability of the site or land adjacent to it. Where proposals are being made to support existing unstable ground, information on the mitigation and/or compensation measures will be needed.	NPPF paragraphs 178, 179, 180 and 183
Soil Management Plan		Required where large-scale earth moving is proposed.	NPPF Policy DM2 – Somerset Minerals Plan.



## Geological, Land and Soils

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Document/Plan	Required?	What is required?	Reason/Policy justification
Transport Assessment / Statement (Minor Developments)		Required for development that is likely to: <ul style="list-style-type: none"> <li>• Result in a material increase or change in the traffic</li> <li>• Affect a classified road or proposed highway</li> <li>• Involve the laying out or construction of a highway or access.</li> </ul>	Policy DM9 – Minerals Transportation – Somerset Minerals Plan  Policy SD1, DM1, DM6 – Somerset Waste Core Strategy
Travel Plan (most Major developments)		For information as to when travel plans are required and what they must contain please see: <a href="https://www.somerset.gov.uk/waste-planning-and-land/travel-plans/">https://www.somerset.gov.uk/waste-planning-and-land/travel-plans/</a>	Policy DM9 – Minerals Transportation – Somerset Minerals Plan  Policy SD1, DM1, DM6 – Somerset Waste Core Strategy
Road Records Plan			Policy DM9 – Minerals Transportation – Somerset Minerals Plan  Policy SD1, DM1, DM6 – Somerset Waste Core Strategy

## Transport/Highways

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Document/Plan	Required?	What is required?	Reason/Policy justification
Biodiversity Checklist/Ecology Report		if works are proposed which may affect protected species or habitats. It will be a requirement to complete a Biodiversity Checklist (please see the appendix to this guidance) and include within your application. If you answer 'yes' to any question you must include the requisite ecology report unless otherwise agreed.	Policy DM2 – Somerset Minerals Plan. Policy DM3 – Somerset Waste Core Strategy  The Conservation of Habitats and Species Regulations 2017
Biodiversity Net Gain Statement (BNG)		National minimum requirements are set out in Article 7 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 (as amended).  The Somerset BNG Guidance Note (see - <a href="https://www.somerset.gov.uk/planning-">https://www.somerset.gov.uk/planning-</a>	National Requirement  Somerset BNG Guidance Note


## Ecology

		<p>buildings-and-land/biodiversity-and-planning/biodiversity-net-gain/) sets out the local validation information requirements for the purposes of considering BNG and planning applications in its Appendix 4. This provides guidance for applicants and justifies the requirement for additional information to be submitted at validation stage beyond the national minimum requirements. In addition to the national minimum requirements, Somerset Council requires sufficient information about the proposed strategy for delivering at least 10% BNG (including the expected balance between on-site, off-site and credits) to be submitted as part of a BNG-liable planning application. This focuses on submission of a BNG Statement, with exact content requirements differing depending on the type of application. Most minerals and waste applications will likely be phased developments. Applicants should review the BNG Guidance Note for detail on the content and format of the BNG Statement and other specifics required under each heading below. The local validation requirements for BNG are:</p> <ul style="list-style-type: none"><li>• Wildlife/Ecology Survey</li><li>• Biodiversity Checklist</li><li>• Arboriculture Report</li></ul>	
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## Ecology

		<ul style="list-style-type: none"> <li>• BNG Statement (including all necessary information as set out in the BNG Guidance Note for the type of application)</li> <li>• Completed Biodiversity Metric (Macros disabled Excel version <i>and</i> PDF)</li> <li>• BNG plans and drawings</li> <li>• GIS data (providing same information as BNG plans and drawings)</li> <li>• Declaration Form</li> <li>• Completed SHEP/HEP Metric (where necessary)</li> </ul>	
Phosphate		Required for certain types of applications: <a href="#">Somerset Phosphate Budget Calculator</a>	National Requirement



Document/Plan	Required?	What is required?	Reason/Policy justification
Tree Survey and Protection Measures		Required for proposals where there are trees within or adjoining the site. A Tree Survey, Arboricultural Method Statement and Tree Protection Plan should be prepared by a suitably qualified and experienced arboricultural consultant in accordance with	BS. 5837 (2012)

## Landscape

		BS 5837:2012 Trees in relation to design, demolition and construction.	
Landscape and Visual Impact Assessment		<p>Required for developments that have the potential to result in a significant visual impact which may include (but is not limited to):</p> <ul style="list-style-type: none"> <li>• Solar and wind energy projects</li> <li>• Development in or on the edge of the open countryside or AONB</li> <li>• New and/or extended waste facility sites</li> <li>• New and/or extended quarry sites</li> </ul>	<p>Policy DM1 – Somerset Minerals Plan</p> <p>Policy DM3, DM4, DM7 and DM9 – Somerset Waste Core Strategy</p> <p>Relevant District Local Plan.</p>

Document/Plan	Required?	What is required?	Reason/Policy justification
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## Amenity

Lighting Assessment		<p>Proposals involving external lighting should be accompanied by details of external lighting, including the: location, height, design, sensors, luminance, and hours of use. The details shall ensure the lighting is designed to minimise the potential nuisance of light spillage on receptors, particularly adjoining properties the natural environment and highways.</p>	<p>NPPF – Paragraph 180</p> <p>NPPG in the section on Light Pollution.</p> <p>Somerset Minerals Plan – Policy DM10 and SMP7</p> <p>Institute of Lighting Professionals in: Guidance for the Reduction of Obtrusive Light 2011 and Bats and Lighting in the UK; and from BS 5489-1:2013: Code of practice for the design of road lighting.</p>
Noise / Vibration Assessments		<p>Required when either:</p> <p>(a) Noise/vibration arising from the development is expected to be at a level sufficient to appear distinct or result in a significant change at any sensitive location, or</p> <p>(b) Noise/vibration impacting on the development might be expected to be at a level sufficient to have consequence to its intended use.</p> <p>A noise/vibration assessment may be required to establish the pre-development situation at potentially sensitive locations (that may include dwellings, gardens &amp; areas of recreational amenity, protected wildlife areas, commercial areas and public buildings and spaces) over representative periods related to development.</p> <p>The sources and emissions from a development will need to be fully detailed in</p>	<p>National Policy</p> <p>Noise Policy Statement of England, Planning Practice Guidance-Noise, Minerals Guidance, Environmental Impact Assessment</p> <p>Local Policy</p> <p>Somerset Minerals Plan DM6 DM8 DM9, Somerset Waste Core Strategy DM3,</p> <p>Helpful Guidance</p> <p>Guidelines for Environmental Noise Impact Assessment</p>


## Amenity



		<p>respect to those arising directly from the development and indirectly from the use of the development.</p> <p>Prediction of the level of effects at sensitive locations shall be detailed along with any operational and prediction assumptions made.</p> <p>Discussion shall be provided to show the consequential impacts of development on all sensitive locations with either, the suggested operational measures or mitigation thought necessary to make development acceptable, or the justification to regard impacts as not significant to planning.</p> <p>Almost always needed for minerals and waste applications</p>	
Document/Plan	Required?	What is required?	Reason/Policy justification


## Amenity

<p>Air Quality Impact Assessments</p>		<p>Almost always needed for minerals and waste applications</p> <p>All proposals that have the potential to have an adverse impact on air quality will require the submission of a scheme detailing how the application will limit its impact on the surrounding environment. Any application that has the potential to generate increased dust should include a dust suppression scheme will need to indicate how the applicant will minimise the impact of dust on the surrounding area.</p> <p>Where the development is proposed inside, or near to, an air quality management area (AQMA – see right)), where possible significant gaseous, dust or bio-aerosol emissions may be anticipated or the development could in itself result in the designation of an AQMA or where the grant of planning permission would conflict with, or render unworkable, elements of a LA’s air quality action plan, applications should be supported by such information as is necessary to allow a full consideration of the impact of the proposal on the air quality of the area.</p>	<p>PPG – Air Quality PPG – Minerals</p> <p>Policy DM8 – Somerset Minerals Plan</p> <p>Policy DM3 – Somerset Waste Core Strategy</p> <p>Links to Defra list of AQMAs to identify if any in proposed development area: <a href="https://uk-air.defra.gov.uk/aqma/list?view=S">https://uk-air.defra.gov.uk/aqma/list?view=S</a></p>
<p>Document/Plan</p>	<p>Required?</p>	<p>What is required?</p>	<p>Reason/Policy justification</p>


## Amenity


<p>Playing Field Assessment</p>		<p>Required for all development which affects a playing field.</p> <p>The assessment should include:</p> <ul style="list-style-type: none"> <li>• plans identifying existing and proposed marked playing pitches (for winter and summer games) including safety margins;</li> <li>• what the playing field is used for, when and by whom;</li> <li>• the amount of playing field affected and whether this affects useable or unusable playing field;</li> <li>• a statement of need explaining why the proposed development would justify the loss of the playing field;</li> <li>• whether alternative sites for the development have been considered and why these have been discounted;</li> <li>• whether the proposal is thought to meet one of Sport England's policy exceptions. Details of these Exceptions can be found on Sport England's website; and</li> <li>• details demonstrating the compliance with the Playing Pitch Strategy prepared by the relevant district authority. If the proposed development triggers a Playing Field Assessment, you should consult Sport England at the earliest opportunity.</li> </ul>	<p>NPPF – Paragraphs 73 and 74</p> <p>PPG – Open Space, sports and recreation facilities</p>
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Document/Plan	Required?	What is required?	Reason/Policy justification
Land Contamination Report		Required for application sites where there has been a previous or suspected contaminative use at the site AND: <ul style="list-style-type: none"> <li>Operational development is proposed where there would be disturbance to the ground or groundwater regime AND/OR A vulnerable use is proposed where human health may be impacted</li> </ul>	PPG – Land affected by contamination  Policy DM2, DM3 and DM4 – Somerset Waste Core Strategy
Landfill Statement		Required for Waste Applications	Landfill (England and Wales) Regulations 2002.  National Planning Policy for Waste 2014  Policy DM2, DM3 and DM4 – Somerset Waste Core Strategy

Document/Plan	Required?	What is required?	Reason/Policy justification
<p>Waste Planning Statement</p>		<p>Required for all waste related applications. The Waste Planning Statement should include all of the information required in the above Planning Statement section and, where applicable:</p> <ul style="list-style-type: none"> <li>• how the facility meets sustainable waste management, drives waste up the waste hierarchy and does not undermine movement up the waste hierarchy (prevent, reuse, recycle, other recovery and disposal);</li> <li>• how the facility meets the spatial strategy of the Somerset Waste Core Strategy                             <ul style="list-style-type: none"> <li>• the maximum annual capacity of the facility and the types, quantities and sources of waste;</li> </ul> </li> <li>• a statement of how the facility meets Somerset's requirements, the need will need to be demonstrated if the proposal is not consistent with the Somerset Waste Core Strategy;</li> <li>• details of the operational and processing methods, and if landfill, details of phasing and timeframes for filling;</li> <li>• details of any existing features of the site that require removal or diversion;</li> <li>• details of stockpiles including heights;</li> <li>• details of any residual materials and how they will be managed;</li> <li>• details of how any energy produced will be utilised;</li> <li>• details of site management and monitoring procedures; and</li> <li>• details of the restoration and aftercare proposed.</li> </ul>	<p>National Planning Policy for Waste</p> <p>PPG – Waste</p> <p>Policy WCS1 and WCS2, WCS3, WCS4 and WCS5 - Somerset Waste Core Strategy</p>



Document/Plan	Required?	What is required?	Reason/Policy justification
Waste Audit Statement		<p>Dependent upon the scale of the proposed development, the following information is required to demonstrate that the applicant has planned effectively for waste prevention and sustainable management of waste generated during the design and construction phase of the development.</p> <p>WCS1 sets out criteria for proposed developments to submit information in relation to waste prevention, according to the scale of development:</p> <ul style="list-style-type: none"> <li>• A site waste management statement for the construction of minor development (less than 10 dwellings or where the floorspace to be created by the development is less than 1000m2); or</li> <li>• A site waste management plan for the construction of 10 or more dwellings or where the floor space to be created by the development is 1000m2 or more; or</li> <li>• A site waste management strategy for the construction of large-scale major projects (200 or more dwellings or where the development covers more than 10,000 m2) or for multi-site projects within the same application.</li> </ul> <p>The waste audit should also take account of Policy WSC2 in regard to designing for the effective separation, temporary storage and collection of waste.</p>	<p>National Planning Policy for Waste</p> <p>Planning Practice Guidance: Waste</p> <p>NPPF Paragraph 7</p> <p>Policy WSC1, WSC2 – Somerset Waste Core Strategy</p> <p>Policy DM8 – Somerset Minerals Plan</p> <p>Somerset Waste Partnership Developer Guidance document available from their website:  <a href="https://www.somersetwaste.gov.uk/developer-guidance/">https://www.somersetwaste.gov.uk/developer-guidance/</a></p> <p>Estate Roads in Somerset - Design Guidance Notes: <a href="https://www.somerset.gov.uk/residential-and-commercial-development/#Technical-Advice-Notes">https://www.somerset.gov.uk/residential-and-commercial-development/#Technical-Advice-Notes</a></p> <p>Further details provided in the ADEPT guidance document "Making space for Waste - Designing Waste Management in New Developments, a practical guide for developers and Local Authorities". It covers residential (Chapter 3), commercial (Chapter 4) mixed use development (Chapter 5) and can be accessed from the ADEPT website here:</p>

		<p>WCS - WCS2: waste recycling and reuse Requirement that during the planning stages of residential and non-residential development, Somerset Council (as Waste Planning Authority) will encourage the provision of adequate space and facilities – both within buildings and externally - that enables effective separation, temporary storage and collection of waste.</p> <p>Also require effective access to be provided, via its highway standards, throughout new development for waste collection and recycling vehicles.</p>	<p><a href="https://www.adeptnet.org.uk/documents/making-space-waste-designing-waste-management-new-developments">https://www.adeptnet.org.uk/documents/making-space-waste-designing-waste-management-new-developments</a> Additional information on site waste management plans are available from the Waste and Resource Action Programme (WRAP).</p>
<b>Document/Plan</b>	<b>Required?</b>	<b>What is required?</b>	<b>Reason/Policy justification</b>
Sustainable Design and Construction Statement		Applicable to all types of development. Statement required detailing how sustainable forms of design/ construction have been incorporated into the new development and any proposed renewable energy technologies.	<p>NPPF</p> <p>NPPG: Climate Change</p> <p>Policy DM2 – Somerset Waste Core Strategy</p>

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