

# Swindon Borough Council

## Planning Committee

**Tuesday, 11 June 2019**

Council Chamber, Civic Offices

At 6.00 p.m.

### **Conservative Councillors**

*Timothy Swinyard  
Alan Bishop  
Nick Burns-Howell  
Malcolm Davies  
Robert Jandy  
Jenny Jefferies  
Nick Martin  
Vera Tomlinson*

### **Labour Councillors**

*John Ballman  
Paul Dixon  
Steph Exell  
Jane Milner-Barry  
James Robbins  
Peter Watts*

### **Liberal Democrat Councillors**

*Stan Pajak*

**Committee Officer:** Shaun Banks (Telephone 07980 752047)  
email:sbanks@swindon.gov.uk

Swindon Borough Council can be contacted at the Civic Offices, Euclid Street,  
Swindon, SN1 2JH (Telephone 01793 445500)

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## **AGENDA**

### **1. Apologies for Absence**

### **2. Declarations of Interest**

Members are reminded that at the start of the meeting they should declare any known interests in any matter to be considered, and also during the meeting if it becomes apparent that they have an interest in the matters being discussed.

### **3. Minutes (Pages 1 - 11)**

To receive the minutes of the meeting held on 9<sup>th</sup> April 2019.

### **4. Public Question Time**

See explanatory note below. Please phone the Committee Officer whose name and number appears at the top of this agenda if you need further guidance.

### **5. Determination of Planning and Related Applications (Pages 12 - 13)**

### **6. S/18/1546/RM - Erection of a canopy and siting of storage container to existing car park for use as car wash/valeting bays, The Boundary House , 1 The Street, Moredon (Ward: Haydon Wick) (Pages 14 - 22)**



7. **S/HOU/19/0196/FELY - Erection of a first floor front extension, 15 Whitefield Crescent, Peatmoor, Swindon (Ward: Shaw) (Pages 23 - 29)**
8. **S/18/1617/SASM - Installation of a 7.5MW flexible generation plant, 2.4 metre security fence and associated works, Land At Wood Farm, Swindon Road, Wroughton (Ward: Wroughton and Wichelstowe) (Pages 30 - 42)**
9. **S/18/1403/TB - Erection of up to 100no. dwellings and associated works without compliance with condition 11 of consent S/OUT/14/1005, Land at Berkeley Farm, Swindon Road, Wroughton (Ward: Wroughton and Wichelstowe) (Pages 43 - 52)**
10. **S/18/1774/TB - Erection of 44 dwellings and associated works, Berkeley Farm, Swindon Road, Wroughton (Ward: Wroughton and Wichelstowe) (Pages 53 - 65)**
11. **S/OUT/19/0218/TB - Outline application for the erection of 1no. dwelling (access and layout not reserved), Ringstones, 1 Kingsdown Lane, Blunsdon (Ward: Blunsdon and Highworth) (Pages 66 - 78)**
12. **S/HOU/19/0399/RM - Erection of a replacement garage linked to main house and new 1.8m high boundary wall and fence, Eldswyn, Kingsdown Lane, Blunsdon (Ward: Blunsdon and Highworth) (Pages 79 - 87)**
13. **S/HOU/19/0282 - Erection of a detached single storey annex to rear, Eldswyn, Kingsdown Lane, Blunsdon (Ward: Blunsdon and Highworth) (Pages 88 - 95)**
14. **S/HOU/19/0492/RM - Erection of a two storey extension, North Farm Barn, South Side, 2A Trenchard Road, Swindon (Ward: Blunsdon and Highworth) (Pages 96 - 110)**
15. **S/LBC/19/0493/RM - Erection of a two storey extension, North Farm Barn, South Side, 2A Trenchard Road, Swindon (Ward: Blunsdon and Highworth) (Pages 111 - 125)**
16. **Parking Standards for New Development (SMTPDS&W) (Pages 126 - 164)**
17. **Protocol for Dealing with Planning and Related Applications and Local Planning and Related Application Validation Lists (HPRS&H) (Pages 165 - 239)**

**Date of Despatch:** 04 June 2019

**Key:**

**Officers:**

- |          |   |                                                                            |
|----------|---|----------------------------------------------------------------------------|
| HPRS&H   | - | Head of Planning, Regulatory Services and Heritage                         |
| SMTPDS&W | - | Service Manager – Transport Planning Development & Street Works Management |

**Public Question Time** - Swindon Borough Council remains committed to increasing its accountability to the public and to promoting active citizenship. 15 minutes will be allowed at the start of all Council meetings for questions to the Chair from the public about the work of the Committee (except for confidential matters, and matters relating to planning and licensing applications). We will give priority to those who submit questions in writing at least two days before the meeting. Questions must be relevant, clear, and concise. You may not use Public Question Time as an opportunity to make speeches or statements.

Questions in writing should be sent to the Committee Officer whose contact details appear on the agenda above or to the Director of Law and Democratic Services, we will publish it, along with the answer, alongside the Minutes. The process associated with asking a public question is set out in the "Public Question Time at Council Meetings Protocol and Guidance" available on the Council's Website.

(<http://www5.swindon.gov.uk/moderngov/ecCatDisplay.aspx?sch=doc&cat=13338&path=0>) or from the Committee Officer named above.

**Access Arrangements** – *The Venue is wheelchair accessible and an infrared receiver hearing system is provided. If you would wish to attend the meeting but have any special requirement to enable you to do so please contact the Committee Officer above, as soon as possible prior to the date of the meeting.*

If you would like to receive any of the pages contained in this agenda in a larger print size please contact the Committee Officer whose name appears on the first page of this agenda.

## **WELCOME TO THE PLANNING COMMITTEE OF SWINDON BOROUGH COUNCIL**

### **NEW GUIDELINES - PLEASE READ**

**IF YOU HAVE COME TO SPEAK ABOUT AN APPLICATION THAT INTERESTS YOU PLEASE READ THE FOLLOWING GUIDELINES. THEY EXPLAIN HOW THE COMMITTEE DEALS WITH EACH ITEM. THESE GUIDELINES ONLY APPLY TO APPLICATIONS LISTED ON THE MAIN SCHEDULE IN THE AGENDA**

- 1. THE COMMITTEE CHAIR CALLS THE ITEM**
- 2. PLANNING OFFICER PRESENTS THE APPLICATION**
- 3. WARD COUNCILLORS MAY SPEAK**
- 4. APPLICANTS AND/OR AGENT (5 MINUTES MAXIMUM IN TOTAL) WHO HAVE NOTIFIED THEIR INTENTION TO SPEAK ON THE ITEM TO THE COMMITTEE CLERK BY 12 NOON THE DAY BEFORE THE MEETING.**
- 5. PUBLIC SPEAKERS (INCLUDING PARISH COUNCIL )- WHO HAVE NOTIFIED THEIR INTENTION TO SPEAK ON THE ITEM TO THE COMMITTEE CLERK BY 12 NOON THE DAY BEFORE THE MEETING.**  
  
**(MAXIMUM 5 MINUTES EACH UP TO 2 SPEAKERS, IF MORE THAN 2 THEN MAXIMUM 10 MINUTES TOTAL SPEAKING TIME FOR ALL SPEAKERS)**
- 6. PARISH COUNCIL REPRESENTATIVES (5 MINUTES MAXIMUM IN TOTAL) WHO HAVE NOTIFIED THEIR INTENTION TO SPEAK ON THE ITEM TO THE COMMITTEE CLERK BY 12 NOON THE DAY BEFORE THE MEETING.**
- 7. COUNCILLORS WHO HAVE DECLARED PERSONAL OR PREJUDICIAL INTERESTS MAY SPEAK**
- 8. MEMBER ONLY DISCUSSION, INCLUDING ANY FURTHER QUESTIONS TO OFFICERS OR ANYONE ELSE WHO HAS SPOKEN**
- 9. A PLANNING OFFICER WILL CLOSE THE ITEM BY COMMENTING ON ISSUES RAISED BY MEMBERS**
- 10. VOTE**
- 11. CHAIR BRIEFLY EXPLAINS DECISION IF NECESSARY**
- 12. NEXT BUSINESS**

**THE 10 MINUTE MAXIMUM PUBLIC SPEAKING PERIOD WILL BE YOUR ONLY OPPORTUNITY TO SPEAK, UNLESS MEMBERS OF THE COMMITTEE WISH TO ASK YOU QUESTIONS UNDER GUIDELINE 7.**

**SPEAKERS WHO MERELY REPEAT POINTS ALREADY MADE BY OTHERS MAY BE ASKED TO STAND DOWN.**

**IF THERE IS MORE THAN ONE PERSON WISHING TO ADDRESS THE COMMITTEE EITHER AS AN OBJECTOR OR SUPPORTER, THEY ARE EXPECTED TO NOMINATE A REPRESENTATIVE FROM THE SPEAKERS LISTED TO REPRESENT THEIR COLLECTIVE VIEWS.**

**THE CHAIR AND THE COMMITTEE HAVE THE DISCRETION TO DEPART FROM THESE GUIDELINES, BUT WILL IN MOST CASES EXPECT ALL PARTIES TO ABIDE BY THEM.**

**PLANNING COMMITTEE**

**TUESDAY, 9 APRIL 2019**

PRESENT: - Councillors Timothy Swinyard (Chair), Toby Elliott, John Ballman, Alan Bishop, Malcolm Davies, Steph Exell, Fionuala Foley, Nick Martin, Jane Milner-Barry, Stan Pajak, Vera Tomlinson and Peter Watts.

An apology for absence was received from Councillor Jim Robbins.

**65. Declarations of Interest**

The Chair reminded Councillors to declare any known interests in any of the matters to be considered by the Committee. No such declarations were made.

**66. Minutes**

Resolved – That the minutes of the meeting held on 12<sup>th</sup> February 2019, be confirmed and signed.

**67. Public Question Time**

There were no public questions

**68. S/18/1709/CHHO - Demolition and conversion of existing barns and erection of 2no. new buildings to create 5no. dwellings, with associated garages, landscaping, ancillary development and repairs to Grade II Listed wall. and LBC/18/1710/CHHO Demolition and conversion of existing barns and erection of 2no. new buildings to create 5no. dwellings, with associated garages, landscaping, ancillary development and repairs to Grade II Listed wall**

With the agreement of the Committee, Agent and Tom Green Parish Councillor, agenda items 6 and 7 were considered together.

In respect of application numbered S/18/1709/CHHO (Demolition and conversion of existing barns and erection of 2no. new buildings to create 5no. dwellings, with associated garages, landscaping, ancillary development and repairs to Grade II Listed wall), and LBC/18/1710/CHHO Demolition and conversion of existing barns and erection of 2no. new buildings to create 5no. dwellings, with associated garages, landscaping, ancillary development and repairs to Grade II Listed wall the Committee considered: -

- (a) An application for permission to develop;
- (b) Recommendations of the Head of Planning, Regulatory Services and Heritage;
- (c) The views of interested persons set out in the report circulated with the Committee Agenda;
- (d) The comments at the meeting of the following interested persons:-

<u>Name</u>	<u>Address/Organisation</u>
Jonathan Hoban	Agent

Councillor Gary Sumner  
Tom Green

Ward Councillor  
Bishopstone Parish Council

Councillors John Ballman, Toby Elliott, Fionuala Foley, Nick Martin, Jane Milner-Barry, Stan Pajak, Vera Tomlinson and Peter Watts spoke in respect of this application.

Submissions in support of the application can be broadly summarised as:

- The current site comprised traditional and modern agricultural buildings and was within the defined settlement site for Bishopstone.
- The original buildings were to be retained and converted whilst the modern barn and silo would be demolished to facilitate the new development.
- The development was deemed acceptable for the location which was situated within the rural settlement boundary and the number of units being proportional in number and size to the village of Bishopstone.
- The design was considered to reflect the rural/agricultural nature of the Conservation Area and would help protect the historic buildings and boundary wall.
- The absence of a pedestrian link through the site was not unsympathetic given the lack of pedestrian facilities in the vicinity of the proposed development.
- There was no right of way established through development area although some access had been granted by the landowner.
- The current location was used for village events.
- The application protected the amenity of existing residents whilst providing a good standard of amenity for new residents.
- There was good access and egress to and from the development via Icknield Way.
- The applicants had worked with heritage and conservation experts and both the Parish and Borough Council to produce a sustainable housing site and had taken on board comments and suggestions from those authorities removing two units and the redesign of other units.
- The site was identified within the local SHLAA as being suitable for 12 properties and complied with all local and national policies.
- The application had been supported by all statutory consultees with conditions which had been accepted by the applicant.
- The application if successful would make a small contribution to the deficit in the Council's 5 year housing plan.
- The application would assist in the preservation of designated and non-designated assets and would enhance the local economy.
- There was no legal right of way to the site and would be subject to different regulatory regulations.

Submission opposing the application can be broadly summarised as:

- The application was lacking a pedestrian footway between Icknield Way to West End Lane as well as traffic calming measures along Icknield Way.
- Local residents have been used to being able to use access to the current site to avoid a dangerous corner along Icknield Way.

- The Church Commissioners as landowners and agent were significant landowners in the village and could provide a pedestrian footpath through the site if they were so minded.
- The remainder of the village was connected with footpaths and walkways and the Parish Council requested pedestrian access be provided to the community facilities in the village centre which would provide a benefit to the wider community.
- There was an outstanding issue arising from comments of the conservation officer relating to the height of the building proposed on plot 4 of the development.

Resolved – (1) That application S/18/1709 be granted subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990.

2. This decision shall be in respect of the following drawing numbers, plans and information received by the Local Planning Authority:

Existing Plans: 17020-02, 17020-03, 17020-04, 17020-05, 17020-06, 17020-07, 17020-08, 17020-09 received on the 22nd October 2018

Proposed Plans: 101631-T-004 Rev A, 101631-T-003 Rev A, 17020-16 received on the 22nd October 2018, 17020-11 Rev B, 17020-12 Rev C, 17020-13 Rev B, 17020-15 Rev B, received on the 12th March 2019 and 17020-14 Rev C received on the 18th March 2019, 101631-T-005 Rev B received by the Local Planning Authority on the 20th March 2019 and 17020-10 Rev D received by the Local Planning Authority on the 21st March 2019.

Supporting Information: Planning Design and Access Statement received 22nd October 2018, Condition Appraisal of Redundant Agricultural Buildings (dated 22nd May 2017) received 22nd October 2018, Bat Roost Survey Report (dated January 2019) received 11th February 2019, Heritage Statement (dated July 2018) received 22nd October 2018, Transport Assessment Report (dated 20th August 2018) received 22nd October 2018, Arboricultural Impact Assessment (dated 25th January 2019) received 11th February 2019.

Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.

3. Notwithstanding the approved plans and prior to the commencement of the proposed works, full details of the following shall be submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details, unless further consent in writing is given by the Local Planning Authority.

- Full details of any new hard landscaping materials, details of soft landscaping and boundary treatments that divide properties, details of brick piers to entrance;
- Details of the methodology utilised in repairing and applying new lime pointing to the historic wall and Plot 3,
- Details of the proposed ramp to proposed Plot 3 including details of any associated hand rail and balustrading;

- iv) Details of how the structural defects as raised in the Surveyor's report are to be dealt with, such as cracking to walls, roof reinforcement and rebuilding/ repair of walls;
- v) Full details consisting of sections at a minimum scale of 1:5 and elevations at 1:20, of all window joinery including exterior finish, glazing bar arrangement, method of opening and thickness of glazing panel;
- vi) Full details and location of proposed external pipes, vents and flues, including their colour and projection from the façade/roof.

Reason: To ensure the details and appearance of the development is satisfactory and to preserve the special interest of the conservation area and historic buildings

4. Prior to the occupation of any residential development hereby permitted, the boundary treatments shall have first been installed in accordance with details that have been submitted to and approved in writing by the Local Planning Authority. The boundary treatments shall be retained in accordance with these approved details unless approved in writing by the Local Planning Authority.

Reason: In the interests of amenity and to ensure the character and appearance of the development is acceptable.

5. Notwithstanding the submitted plans, the vehicular access to serve the new development shall not be brought into use until visibility splay lines have been submitted to and approved in writing by the LPA, extending from a point 2.4m back along the centre of the access (measured from the public road carriageway edge) to a point on the nearer carriageway edge of the public road 43m distant in both directions, and the area between those splays and the carriageway shall be reduced in level and thereafter maintained so as to provide clear visibility between those points at a height of between 0.6m and 2.1m above the adjacent carriageway level.

Reason: To ensure that adequate visibility is provided for the duration of the use and maintained in the interests of highway safety.

6. The vehicular access to serve the new development shall not be brought into use until the passing bay is provided in accordance with dwg no.17020-10 Rev D and 101631-T-005 Rev B and shall thereafter be retained for as long as the development remains on site

Reason: In the interest of highway safety.

7. Construction work associated with the development hereby permitted shall only take place between 08:00 - 18:00 Monday - Friday and 08:00 - 13:00 on Saturdays and at no time on Sundays or Bank Holidays.

Reason: In the interests of amenity.

Reason: To ensure the details and appearance of the development is acceptable

8. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) Order 2015 (or any order revoking and re-enacting that order), no development as specified in Schedule 2 Part 1 Classes A-H, other than those expressly authorised by this permission, shall be carried out without express planning permission first being obtained from the Local Planning Authority.

Reason: To enable the Local Planning Authority to control the development and to safeguard the character and visual amenities of the area

9. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 or any Order revoking and re-enacting that Order, the garaging serving Plots 1, 4 and 5 shall be retained as an open car port and no garage doors shall be installed.

Reason: To preserve the special interest in the historic buildings

10. The proposed rooflights shall be of a 'conservation type' which finishes flush and does not protrude from the plane of the roof.

Reason: To preserve the special interest of the historic buildings and avoid an unsatisfactory appearance and clutter to the roof.

11. No glass other than obscure glass manufactured to a privacy level of 4 or above shall be used in the glazing of the first floor windows in the south side elevation of Plot 2 and the west side elevation of Plot 4.

Reason: In the interests of residential amenity.

12. Prior to the occupation of any residential unit hereby permitted, the vehicular parking facilities shall have first been provided in accordance with the submitted plan [drawing no 17020-10 Rev D], and those facilities shall be maintained available for those purposes thereafter.

Reason: To ensure adequate parking facilities are available within the site.

13. Prior to the occupation of any residential unit hereby permitted, cycle parking facilities shall have first been provided on site in accordance with the submitted plan [drawing no 17020-10 Rev D]. The bicycle parking facilities shall thereafter be kept available for such use at all times and for no other purpose.

Reason: To promote and encourage sustainable transport and travel.

14. Prior to the first occupation of the development hereby permitted, the bin storage areas shall have first been provided as per the approved plans and shall thereafter be retained for as long as the development remains on site.

Reason: In the interest of amenity.

15. No development shall take place until a site investigation of the nature and extent of contamination has been carried out in accordance with a methodology which has previously been submitted to and approved in writing by the Local Planning Authority. The results of the site investigation shall be made available to the Local Planning Authority before any development begins. If any significant contamination is found during the site investigation, a report specifying the measures to be taken to remediate the site to render it suitable for the development hereby permitted shall be submitted to and approved in writing by the Local Planning Authority before any development begins.



Reason: To ensure any contamination of the site is identified and appropriately remediated.

16. In the event a remediation scheme is required as set out by the circumstances in Condition 15, the remediation scheme, as agreed in writing by the Local Planning Authority, shall be fully implemented in accordance with the approved timetable of works and before the development hereby permitted is first occupied. Any variation to the scheme shall be agreed in writing with the Local Planning Authority in advance of works being undertaken. On completion of the works the developer shall submit to the Local Planning Authority written confirmation that all works were completed in accordance with the agreed details.

Reason: To ensure any contamination of the site is identified and appropriately remediated.

17. If, during the course of development, any contamination is found which has not been identified in the site investigation, additional measures for the remediation of this contamination shall be submitted to and approved in writing by the Local Planning Authority. The remediation of the site shall incorporate the approved additional measures.

Reason: To ensure any contamination of the site is identified and appropriately remediated.

18. The development shall proceed in accordance with the bat mitigation scheme supplied with the application 'Bat Roost Survey Report (v6 Final Amended, Colmer Ecology, January 2019)', together with the ecology recommendations set out in Section 5, subject to any variation required by Natural England under the licence issued,

Reason: To safeguard and mitigate against harm to bats identified on site and in the interests of ecological enhancements.

19. Prior to the commencement of works on site, an external lighting strategy which includes details of lighting in the open garages, shall be submitted to and approved in writing by the Local Planning Authority in accordance with "Bats and artificial lighting in the UK" (Institute of Lighting Professionals, 2018).

Reason: To safeguard and mitigate against harm to bats identified on site

20. No development shall take place, including any works of demolition, until a Construction Management Plan has been submitted to, and approved in writing by, the Local Planning Authority. The approved Plan shall be adhered to throughout the construction period. The Plan shall:

- i. specify the type and number of vehicles;
- ii. specify the point of construction access and access route to the site;
- iii. set out details of the parking of vehicles of site operatives and visitors;
- iv. set out arrangements for the loading and unloading of plant and materials;
- v. set out arrangements for the storage of plant and materials used in constructing the development;
- vi. set out arrangements for wheel washing facilities;
- vii. specify the intended hours of construction operations;

Reason: To reduce the potential impact on the public highway during the site preparation and construction phase(s) of development

21. Prior to the commencement of works on site in connection with the development hereby permitted, the trees shown for retention in the Arboricultural Impact Assessment & Method Statement dated 25th January 2019 shall have first been protected by the erection of temporary protective fences as shown in the Arboricultural Impact Assessment & Method Statement. The fencing shall remain until such time as, approval for removal, has been confirmed in writing by the Local Planning Authority.

Reason: To ensure that adequate protection is afforded to the trees on the site.

22. Prior to the commencement of works on site in connection with the development hereby permitted, a scheme of landscaping to include a planting schedule and timetable of works, shall have first been submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented as per the approved timetable. Any tree or shrub planted in accordance with the scheme which is removed, dies or becomes diseased within a period of five years from first being planted, shall be replaced by one of a similar size and the same species.

Reason: To ensure the appearance of the development is satisfactory.

(2) That application S/LBC/18/1710/CHHO be granted subject to the following conditions:

1. The works, for which this consent is granted, shall be begun before the expiration of three years from the date of this consent.

Reason: To comply with the requirements of Section 18 of the Planning (Listed Buildings and Conservation Areas) Act 1990.

2. This decision shall be in respect of the following drawing numbers, plans and information received by the Local Planning Authority:

Existing Plans: 17020-02, 17020-03, 17020-04, 17020-05, 17020-06, 17020-07, 17020-08, 17020-09 received on the 22nd October 2018

Proposed Plans: 101631-T-004 Rev A, 101631-T-003 Rev A, 17020-16 received on the 22nd October 2018, 17020-11 Rev B, 17020-12 Rev C, 17020-13 Rev B, 17020-15 Rev B, received on the 12th March 2019 and 17020-14 Rev C received on the 18th March 2019, 101631-T-005 Rev B received by the Local Planning Authority on the 20th March 2019 and 17020-10 Rev D received by the Local Planning Authority on the 21st March 2019.

Supporting Information: Planning Design and Access Statement received 22nd October 2018, Condition Appraisal of Redundant Agricultural Buildings (dated 22nd May 2017) received 22nd October 2018, Bat Roost Survey Report (dated January 2019) received 11th February 2019, Heritage Statement (dated July 2018) received 22nd October 2018, Transport Assessment Report (dated 20th August 2018) received 22nd October 2018, Arboricultural Impact Assessment (dated 25th January 2019) received 11th February 2019.

Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.

3. Notwithstanding the approved plans and prior to the commencement of the proposed works, full details of the following shall be submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details and retained in perpetuity, unless further consent in writing is given by the Local Planning Authority.

- i) Details of the methodology utilised in repairing and applying new lime pointing to the historic boundary wall and historic building of proposed Plot 3,
- ii) Details of how the structural defects as raised in the Surveyor's report are to be dealt with, such as cracking to walls, roof reinforcement and rebuilding/ repair of walls where this applies to the historic boundary wall and proposed Plot 3;
- iii) Full details consisting of sections at a minimum scale of 1:5 and elevations at 1:20, of all window joinery including exterior finish, glazing bar arrangement, method of opening and thickness of glazing panel for the historic building of proposed Plot 3;
- iv) Full details and location of proposed external pipes, vents and flues, including their colour and projection from the façade/roof of the historic building of proposed Plot 3.
- v) Details of the materials and finishes to be used in the inside of the historic building of proposed Plot 3

Reason: To ensure the special character of the listed building and listed wall is preserved and enhanced.

4. All pointing, re-pointing and mortar beds to the historic boundary wall and the historic building of proposed Plot 3 shall be undertaken using NHL3.5 lime mortar at a ratio of 1 part lime to 3 parts sand.

Reason: To ensure the special character of the listed building and listed wall is preserved and enhanced.

5. The method of pointing and bedding of new and existing masonry to the historic boundary wall and historic building of Plot 3 shall be as follows:

- All raking out of old mortar shall be by hand;
- All new pointing shall be given a flush finish (not weather struck); and
- All pointing shall be pat finished and not smoothed by tooling.

Reason: To ensure the special character of the listed building and listed wall is preserved and enhanced and decay/erosion of the historic fabric does not escalate.

**69. S/19/0147/SASM - Erection of 1no. dwelling and associated works, Land To The Rear Of The Rocks, The Avenue, Stanton Fitzwarren**

In respect of application numbered S/19/0147/SASM - Erection of 1no. dwelling and associated works, Land To The Rear Of The Rocks, The Avenue, Stanton Fitzwarren the Committee considered: -

- (a) An application for permission to develop;
- (b) Recommendations of the Head of Planning, Regulatory Services and Heritage;
- (c) The views of interested persons set out in the report circulated with the Committee Agenda;
- (d) The comments at the meeting of the following interested persons:-

<u>Name</u>	<u>Address/Organisation</u>
Jeremy Flawn	Agent Jeremy Flawn

Councillors Alan Bishop, Toby Elliott, Fionuala Foley, Jane Milner-Barry, Stan Pajak, Vera Tomlinson and Peter Watts spoke in respect of this application.

Submissions in support of the application can be broadly summarised as:

- The application was of a modernist design, attractive and had been well designed.
- The majority of the site was within the village policy boundary as defined in the Stanton Fitzwarren Settlement Boundary and therefore within an area where development was acceptable in accordance with Policy SD2 and a valuable self-build property in accordance with Policy HA1 and the NPPF.
- The application contributed towards meeting the Council's housing need and 5 year land supply.
- The application had been supported by Stanton Fitzwarren Parish Council and 16 local residents had also written in support of it with no objections received.
- The only objection had been from the Conservation Officer.
- Twenty years previously there had been a Dutch Barn located on the site.
- The proposed development would not be visible from the road although a recent barn conversion close to the site was.
- That given the history of development in the area of the village over the previous twenty years there was no detrimental effect arising from the proposed development.
- The site historically fell within a farm and the site had been occupied by a Dutch Barn and the site was developed and not open at the time of designation and the openness could not therefore be considered integral to the character or setting of the historical assets.
- There were no clear views relating to the Conservation Area across the site, looking out or rights of way.
- The development complied with the Design Policies in the NPPF that development should be sympathetic of character and history including built environment and landscape whilst not preventing innovation or change and had been drawn up with one of the country's leading Heritage Consultants.
- Very little counter evidence had been provided to dispute the applicants' Heritage Consultants report.
- The village comprised approximately 80 homes with a new property being built approximately every 5 years due to the extraordinary efforts required of developers.
- There were two solar farms within the village boundary with a third to be developed on the east side of the village and there had been an enquiry from PPS about a possible fourth solar farm within the Parish. The proposed development was also on the east side of the village and would looking towards these solar farms.
- The dwelling was sited within the Village Settlement Boundary, the design was discreet and well sited, used suitable materials, had a low roof height and solar panels and the site already had a garage.
- The architect had designed the last property built in the village which had featured in national magazines and been shortlisted for awards.

- The application and its location had been vetted by three Parish Council meetings which had helped shape the application before the Committee.
- The site was only visible through a 1 metre gap between 2 properties situated on the road, it was outside the Conservation Designated Area of Special Interest and was between 80 and 110 metres from the nearest Listed Buildings. The Village Conservation Plan had none of the village key views looking into the location of the proposed dwelling.
- The character of the village was along the road and not the discreet location of the development.
- The character of the buildings forming the village centre along the road were of mixed design and had been erected over a considerable time period.
- On balance, there was no “harm” arising from the development.

Submissions opposing the application can be broadly summarised as:

- The site was located within the Stanton Fitzwarren Conservation Area and is close to assets of acknowledged value including Listed Buildings which would neither be enhanced nor protected by the application.
- The amended NPPF guidance paragraphs 195 and 196 of the published in 2018 set out how applications affecting conservation area assets should be dealt with. The primary consideration was the harm such an application would have on those designated assets which may include Listed Buildings and Conservation Areas.
- NPPF Paragraph 197 also gave weight to non-designated conservation area assets which also formed part of the consideration of significance.
- If harm was found to the significance of those assets then this needed to be weighed against the public benefit the proposal would bring and if such public benefits did not outweigh any harm under national planning policy planning permission should be refused; if it did outweigh harm then the decision should be made on tilted balance and permission granted unless any adverse impact of the granting of planning permission significantly and demonstratively outweigh the benefits of the local and national planning policies.
- In determining harm under the 1990 Act and Paragraph 193 of the NPPF consideration should be given to the preserving or enhancing the character of the Conservation Area and great weight to the Heritage Assets Conservation regardless of whether this would lead to harm, total loss or less substantial harm to the assets.
- Conservation advice set out within the report was based upon the Council’s Conservation Area Appraisal indicated that harm would less than substantial although this still significant and weighed against the application.
- The application was for a single unit that did not meet any affordable need and tree planting proposed by the applicant was not a planning issue.
- The design of the building was out of character with other dwellings in the village.

Resolved - That the Head of Planning Regulatory Services and Heritage be authorised to grant permission in respect of application numbered S/19/0147/SASM subject to any conditions required to control the development.

Reasons

1. That the development as a result of its design and siting, would result in a scheme that is of acceptable appearance, and which supports the Conservation Area and the setting of adjacent Listed Buildings.

2. That the development would enhance the area and provide an additional home that is needed within the village to help meet the deficit in the Council's 5 year Housing Supply.

3. That the development would cause no overriding "harm" as it was not visible from the main road through the village and nor would it impact on the properties situated on the main road which formed the character of the village and supporting its Heritage Assets.

(Councillor Peter Watts made a personal declaration of interest in respect of this application. As the interest was personal but not prejudicial the Councillor Watts remained in the room during the discussion and voting on the application.)

#### **70. South Marston Village Centre Design Brief**

The Head of Planning, Regulatory Services and Heritage submitted a report summarising the work undertaken through the preparation of the South Marston Village Centre Design Brief setting out how the key facilities and infrastructure could be integrated and delivered at the new South Marston Village Centre, to support the new community and deliver sustainable development in accordance with national and local policy.

Resolved – (1) That the South Marston Village Centre Design Brief be endorsed as a framework for the delivery of the new South Marston Village Centre.

(2) That the Head of Planning, Regulatory Services and Heritage be authorised to undertake any necessary minor amendments to the Design Brief as required in accordance with the Swindon Borough Local Plan and NEV Planning Obligations SPD.

#### **71. Re-launch of the Pre-application Advice Service**

The Head of Planning, Regulatory Services and Heritage submitted a report seeking approval to introduce a revised pre-application advice fee structure and guidance that is transparent, and commits to a level of service that meets applicant's needs, provides certainty, improves efficiency in the overall planning service and meets total costs of providing the service.

Resolved – (1) That the Agrees to the introduction of the new Pre-application Advice Service in accord with the Pre-application Guidance Note and Fee Structure as set out in Appendix 1 to the report be approved.

(2) That the Pre-application Service Guidance Note be approved and the Head of Planning, Regulatory Services and Heritage be authorised to publish the protocol in the planning pages of the Councils Web site.

(3) That the Head of Planning, Regulatory Services and Heritage be authorised to make any minor or typographical changes as may be necessary prior to publication.

(4) That the Head of Planning, Regulatory Services and Heritage be authorised to refresh any forms required to operate the Pre-application Service in accordance with the Council's online forms and to amend the Pre-application Service Guidance Note to capture changes in process.

## Determination of Planning and related Applications

### Planning Committee

Date: 11<sup>th</sup> June 2019

Author: Head of Planning, Regulatory Services and Heritage  
Wards: All Wards  
Parishes Affected: All Parish Area

---

#### 1. Purpose and Reasons

- 1.1 To determine the planning and related applications in the Committee reports that follow this report in the Committee Agenda, as may be amended by an additional information sheet circulated before the meeting

#### 2. Recommendations

The Committee is recommended to:

- 2.1.1 determine the applications set out in the Committee agenda in accordance with the recommendations set out in the reports, including, where relevant, the additional information.

#### 3. Alternative Options

- 3.1 The Committee could choose not to determine the Planning applications

#### 4. Implications, Diversity Impact Assessment and Risk Management

Financial and Procurement Implications

- 4.1 There would be financial implications if, following a refusal to grant planning permission or the grant of conditional permission, costs are awarded against the Council on appeal. However, this would only happen if the Council was adjudged to have acted unreasonably

Legal and Human Rights Implications

- 4.2 There are no staffing implications. No comments have been received from relevant trade unions, unless specified in the attached schedule.
- 4.3 Human Rights considerations have been taken into account in compiling the reports. It is considered that the recommendations of the reports are compatible with Convention rights and that in accordance with the principle of proportionality any interference with the Convention rights of individuals is justified by the overall benefit to the community.

#### 5. Appendices

- 5.1 Appendix 1 - Documents which may be relied on in the preparation of the application reports
- 5.2 Planning and related applications reported to this Committee for the first time.
- 

Further information on the subject of this report can be obtained from Shaun Banks, (07980752047, sbanks@swindon.gov.uk).

## **APPENDIX 1**

### **DOCUMENTS WHICH MAY BE RELIED ON IN THE PREPARATION OF THE APPLICATION REPORTS**

1. The approved Development Plan, consisting of
  - Swindon Borough Local Plan 2026, (2015), and the Swindon Borough Local Plan 2026 Policies Map (2015)
  - Wiltshire and Swindon Minerals Core Strategy, (2009)
  - Wiltshire and Swindon Minerals Development Control Policies DPD (2009)
  - Wiltshire and Swindon Aggregate Minerals Site Allocations Local Plan, (2013)
  - Wiltshire and Swindon Waste Core Strategy, (2009)
  - Wiltshire and Swindon Waste Development Control Policies DPD, (2009)
  - Wiltshire and Swindon Waste Site Allocations Local Plan, (2013)
  - Swindon Central Area Action Plan, (2009)
  - Wroughton Neighbourhood Plan (2016): for applications in Wroughton Parish
  - Highworth Neighbourhood Plan (2017): for applications in Highworth Parish
  - South Marston Neighbourhood Plan (2017) for applications in South Marston Parish
2. Adopted Supplementary Planning Guidance Notes, Supplementary Planning Documents and Development Control Guidance Notes
3. The National Planning Policy Framework, (2018); and policy statements, guidance and DCLG circulars that support the National Planning Policy Framework
4. Ministerial Statements and other guidance material to the consideration of applications
5. Relevant appeal decisions and case law
6. Relevant planning history, case files and related correspondence including the views of statutory consultees
7. Any emerging relevant Development Plan Documents

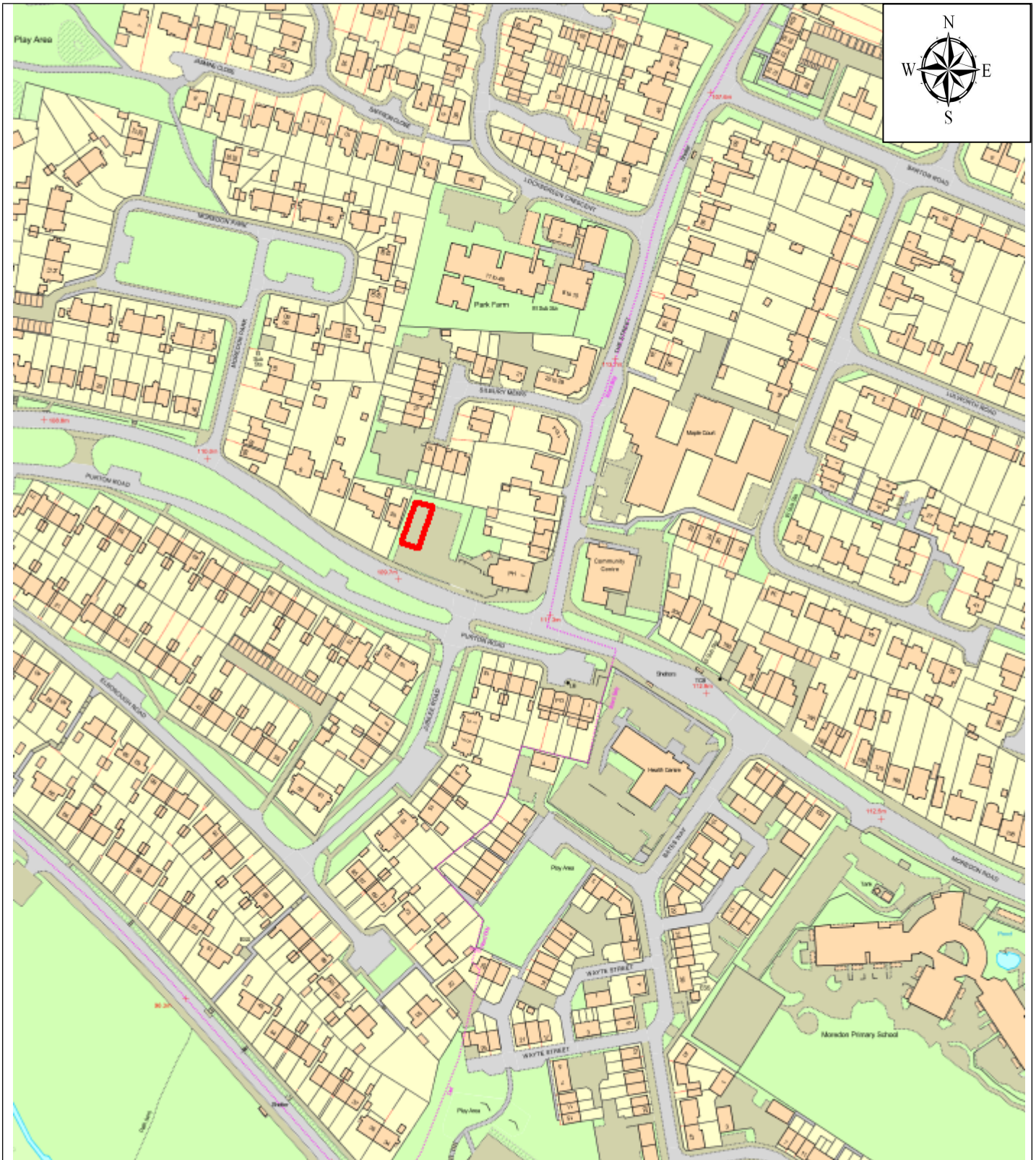


## Agenda Item 6

Application Number S/18/1546

Proposal Erection of a canopy and siting of storage container to existing car park for use as car wash/valeting bays.

Location: The Boundary House 1 The Street Moredon Swindon SN25 3ER



This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

In all cases reference should be made to the submitted plans.

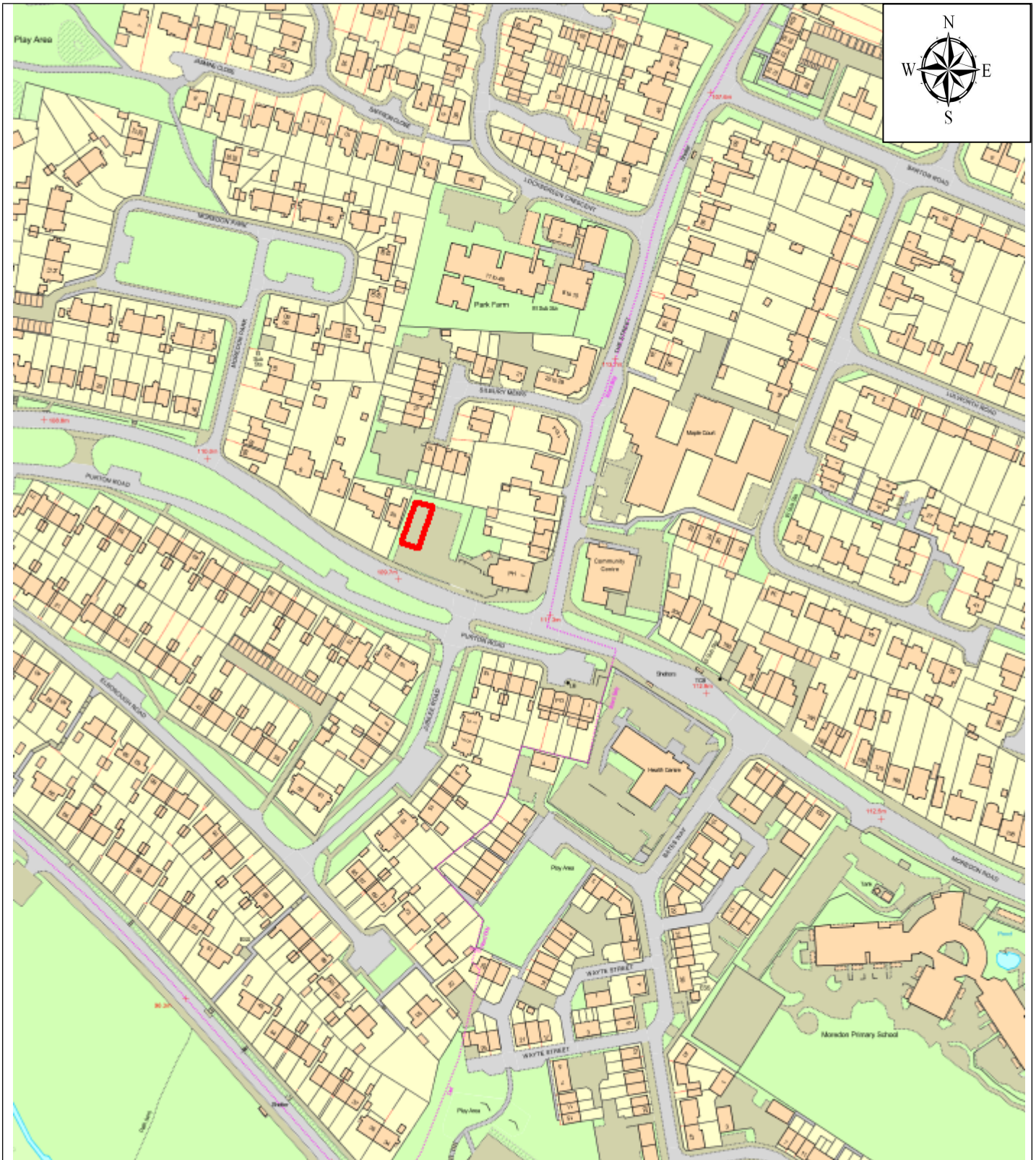
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Application Number S/18/1546

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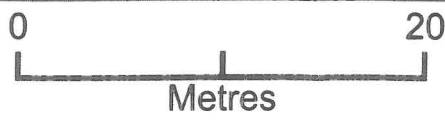
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# Boudary House - Car Wash



Plan Produced for: Express  
Date Produced: 15 Aug 2018  
Plan Reference Number: TQRQM18227112727323  
Scale: 1:500 @ A4

## COMMITTEE REPORT

**Item Number:**

**Application Number:** S/18/1546/RM

**Ward:** Haydon Wick

**Parish:** Haydon Wick

**Proposal:** Erection of a canopy and siting of storage container to existing car park for use as car wash/valeting bays.

**Site Location:** The Boundary House , 1 The Street, Moredon

**Agent:**

**Applicant**

Arkell's Brewery Ltd  
Hyde Road  
Swindon  
SN2 7RU

### Officers Report

Background: Cllr Renard and Haydon Wick Parish Council have requested that this application is considered at planning committee due to the impact on the adjacent residential properties and the concerns initially expressed by the drainage officers.

#### 1 Summary of Recommendation:

1.1 That planning permission be GRANTED with Conditions.

#### 2 The Proposal:

2.1 Erection of a canopy and siting of storage container to existing car park for use as car wash/ valeting bays.

#### 3 The Site and Surroundings:

3.1 The site is located within The Boundary House car park which is adjacent to residential dwellings in Moredon. The car park has residential properties on three sides and is adjacent to Purton Road.

#### 4 Representations:

4.1 Neighbours comments: object 5; 7 and 11 The Street; 2 A; 25 and 29 Purton Road:

This is a residential area, with gardens backing on to the site, may lead to customers parking in residential areas if oversubscribed;

opening hours as proposed are too long;

Increased traffic, the car park is adjacent to a roundabout which is already an accident black spot;

the pavement outside the site is used for children to access the local schools.

the use may be noisy if using a generator or jet wash.

Drainage may be an issue.

Need to safeguard the countryside and the local wildlife will be impacted by this development;

the water pressure, to houses, may be impacted by this development;

Appreciate that Arkell's wish to make use of his land. However the land is in a residential area, Arkell's should be investing in a more family/community environment. Rather than requesting a 24/7 business which we feel is unsuitable for this area. Arkell's should speak directly with its local community to see if an overall development could be sought that would work for both sides. How about a community garden and pond? It would attract more families to drink and eat in the garden and pub. How about a layout like the Manor Farm. With so many new families in the area it should be something the brewery should be capitalising on.

There is a large hedge between the garden and the car park which will be more difficult to maintain.

4.2 Comments on additional information: 5; 7 and 11 The Street; 2A; 25 and 29 Purton Road:

Making many of the previous points and additional issues:

Not a suitable place for a carwash and valeting service, as this is not an industrial site but a residential area which will affect the residents living close by.

Have noted over the last month that 75% of the car parking spaces have been used.

Encouraging visits to the pub could lead to a greater number of drink driving incidents.

4.3 Councillor Donachie: Seeks clarification for where the chemical run off for this car wash will occur and the cleaning schedule planned for the accrued waste? Will the Council on a schedule undertake this during the life time of the business?

4.4 Councillor Renard: opposed to this application. This is too close to residential properties and there are other car wash options in the area.

4.5 Haydon Wick Parish Council Comments: Support the objections raised by the Lead Local Flood Authority and expressed concerns about the opening hours and what impact that will have on the neighbouring properties.

Comments on revised details: Object on the grounds that the hours of business, ie. 7 days a week 7.30 a.m. to 7.00 p.m., and an increase in noise from people and equipment will be detrimental to the amenity of the neighbouring residents.

4.6 Drainage Engineer: Initial comments

The proposals do not conform to current National Planning Policy, Local Planning Policy, or best practice design guidance.

Additional Design Requirements are necessary for the Detailed Design Stage

The Detailed design of the surface water management strategy should be submitted to the LLFA for approval in advance of works starting onsite.

4.7 Drainage Engineer: Additional Comments following further information.

The additional information provided addresses the concerns and demonstrates that the scheme is acceptable subject to appropriate condition(s).

4.8 Highway Engineer: No objections

The proposal is to erect the canopy and storage container to the north west of the site leaving a distance of 10.35m from the pedestrian footway. The canopy and container cover less than half of the existing car park, leaving ample parking spaces for the public house, thus is unlikely to displace parking onto the highway.

As the car wash and storage container are a sufficient distance from the carriageway, it is unlikely the car wash facility would cause an adverse impact on local highway conditions. No objections are raised subject to conditions.

#### 4.9 Environmental Health Officer: initial comments:

Raise concerns about noise emanating from the proposed development. The applicant has not submitted a noise impact assessment in support of the application. Without this assessment, we are unable to determine whether change of use at this location is acceptable in principle. Request that further information is submitted in order that the LPA can be assured that the development will not give rise to an adverse impact on amenity of future residents.

4.10 Additional comments: Cautious about trusting these figures as there appears to be no details/credentials for the person who carried out the assessment, no details of when the assessment was completed and no details about where the monitoring points were.

4.11 Further comments: Having now reviewed a Noise Impact Assessment, the development is considered to be acceptable in principle subject to conditions which will ensure that any noise is kept to an acceptable level.

#### 5 History:

T/90/0199 for erection of a conservatory and construction of additional car parking, this application was approved June 1990.

S/14/1896 for the siting of a Hot Food vending vehicle, this application was refused January 2015. The reasons for refusal include increase in noise, disturbance, litter and odour particularly at unsocial hours.

#### 6 Planning Considerations:

##### 6.1 Planning Policy:

##### Development Plan

Swindon Borough Local Plan 2026 (2015)

- Policy SD1 - Sustainable Development Principles
- Policy DE1 - High Quality Design
- Policy TR2 Transport and Development
- Policy EN7 Pollution

##### Material Planning Considerations

- National Planning Policy Framework (2019)

##### Amenity

6.2 Policy DE1 seeks to ensure that there is a high standard of development for all proposals, this includes consideration of the impact upon neighbours in respect of matters of light, privacy, outlook, noise, disturbance, smell, pollution and space. There are concerns regarding the location of the proposed car wash and the impact that this would have on the amenity of the neighbouring residential properties. Policy EN7 echoes Policy DE1 and is also concerned with the protection of residential amenity from emissions such as noise and require development to demonstrate there will be no significant loss of amenity arising therefrom.

6.3 As originally applied for the applicants wished the car wash to be open 07:30 - 19:00 each day. However the applicant has reviewed this and now proposes that the facility be

open between 0830 and 1800, Monday to Saturday and 1000 – 1600 on Sundays and bank Holidays. This will lessen the impact upon residential amenity and also ensures the car park remains available in the evenings for public house customers. This will be conditioned.

6.4 The proposal is adjacent to the boundary with 2a Purton Road and the rear of Silbury Mews. As at the request of the Environmental Health Officer more information on the generator and associated equipment to be used has been supplied. The environmental health officer has considered the information supplied the applicants and is satisfied that appropriate controls and safeguards can be imposed that will ensure that there would not be a significant adverse effect on the amenity of the occupants of neighbouring properties. The area already experiences some noise with activity associated with the Public House and the car park. It is considered that there is insufficient evidence regarding additional general disturbance that this use could generate in the area, over and above the present activity that would be significantly harmful. The applicant has demonstrated that the vacuum and washing lances to be used can be mitigated to not exceed 5dB above background noise levels (LA90). It is also noted that the operating hours have reduced further limiting the impact. The proposed use of mains electricity to power the facility will avoid the need for generators. This too can be conditioned.

6.5 Due to the location of the proposal, it is considered that there would be limited adverse impact to the amenity of the neighbouring properties, with its tall hedges and existing available car park. The environmental health officer is happy that there would not be any adverse impact on the surrounding residential properties, from the proposal, therefore it is in conformity with Policy DE1 and EN7.

#### Design

6.6 In design terms, whilst functional in appearance the structures will be positioned so as not to be over dominant or incongruous in this part of the car park and will be appropriate to its surroundings, nor it is considered that it would have an adverse impact on the surrounding area with the proposed canopy and storage container and is in conformity with Policy DE1.

6.7 Whilst the use will occupy a number of car parking spaces, there are no highways, objections as there are sufficient car parking spaces to serve the public house, for the hours proposed. The site will utilise the existing points of access and egress to and from the public highway which are more than suitable to serve the wider car park and the associated use, therefore in conformity with Policies DE1 and TR2. Out of hours the car park should be available for public house customers.

6.8 Following requests for further information the drainage engineer is now happy that the strategy proposed to deal with discharge / run off from the development via a drainage gully with silt traps and interceptors is acceptable. This can be conditioned. There are no chemicals proposed to be used to clean the cars which would are not available in the high street and drainage would be and excess water will eventually be channelled into an existing foul drain. This is an appropriate and acceptable solution.

6.9 The applicant has addressed number of the issues raised by the neighbouring properties including amending the hours of operation, and there are no plans for a generator as there will be a mains supply from the Boundary House. Traffic – all regulations will be observed and the applicant will not be looking to encourage drink driving. Chemicals used to clean the vehicles will be similar to those available within the high street. Concerns regarding drainage and noise have been covered by reports undertaken by experts and supplied as part of the application.

6.10 The neighbouring properties have made a number of points and these have been

addressed by the highway engineer, who is satisfied that there is both sufficient parking on the site and existing access the access to the site is adequate. The environmental health officer has requested additional noise information and is now satisfied with the information and data supplied that there will be no additional disturbance to the neighbouring properties. The drainage engineer is also satisfied, with the further information supplied.

#### Concluding comments

6.11 There is not considered to be a significant adverse impact on the residential amenity enjoyed by the nearby residents. The proposal will not generate any design, amenity or highway concerns and can be supported in policy terms. The proposal is therefore in compliance with Policy DE1, EN7 and TR2 of the Swindon Borough Local Plan 2026, and the NPPF.

#### Recommendation:

That Planning Permission be GRANTED with conditions.

### Conditions/Reasons

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990.

#### Surface water Drainage

2. Development shall not begin until a drainage scheme for the site, in accordance with the submitted drainage strategy has been submitted to and approved in writing by the Local Planning Authority. The works comprised within the scheme shall be implemented and maintained in accordance with the approved details in accord with the approved details prior to the use commencing and thereafter retained in that form. The scheme shall include, but not be limited to:

General arrangement, which should be coordinated with the landscape proposals and the masterplan;

Manhole Schedules;

Details of how the scheme shall be maintained and managed after completion;

Confirmation Thames Water will accept additional flows into their network;

Any drainage systems offered for adoption will be designed to Sewers for Adoption 7th edition and/or SBC standards as part of the detailed design and relevant technical approval processes.

Reason: To ensure development does not increase the risk of flooding elsewhere.

#### Noise

3. All mitigation measures, as set out in the submitted Noise Impact Assessment Report (Ref:M4343), shall be installed prior to the proposed being brought into operation and retained in their approved forms for the duration of the use.

Reason: To protect the amenities of the residents surrounding the site.

#### Noise

4 Within three months of the first use of the proposed development, an acoustic report including measures shall be submitted to the local planning authority that demonstrates the



impact of operational noise on nearby residential premises has been mitigated to such an extent that the rating level of any noise source does not exceed 5dB below the background level (LA90), as determined by a BS 4142:2014 assessment. Should the expected mitigation not be achieved the use shall cease until alternative measures have been installed and similarly assessed.

Reason: To protect the amenities of the residents surrounding the site.

5. No amplified music (e.g. radio) shall be installed or operated on the site such that it is audible outside the boundaries of the site.

Reason: To safeguard the amenities of the area.

6. No flood or other lights shall be used on this site unless they have been submitted to and approved in writing by the Local Planning Authority.

Reason: In the interests of amenity and to ensure the appearance of the development is satisfactory.

Hours of operation

7. The premises shall not be used in connection with the development hereby permitted, outside the following hours:-

0830 to 1800 Monday - Saturday,  
and 1000 to 1600 Sundays or Bank Holidays.

Reason: To safeguard the amenities of the area.

Temporary Permission

8. The use hereby permitted shall be discontinued and the land restored to its former condition on or before 31 December 2023 in accordance with a scheme of work that shall have first been submitted to and approved in writing by the Local Planning Authority.

Reason: To safeguard the amenities of the area.

9. The parking spaces within the carpark used in connection with the use shall be kept clear of obstruction be available for use in connection with the Public House when not used by the car wash operation.

Reason: To ensure that satisfactory provision is made for the parking of vehicles off the highway at all times.

## **Informative**

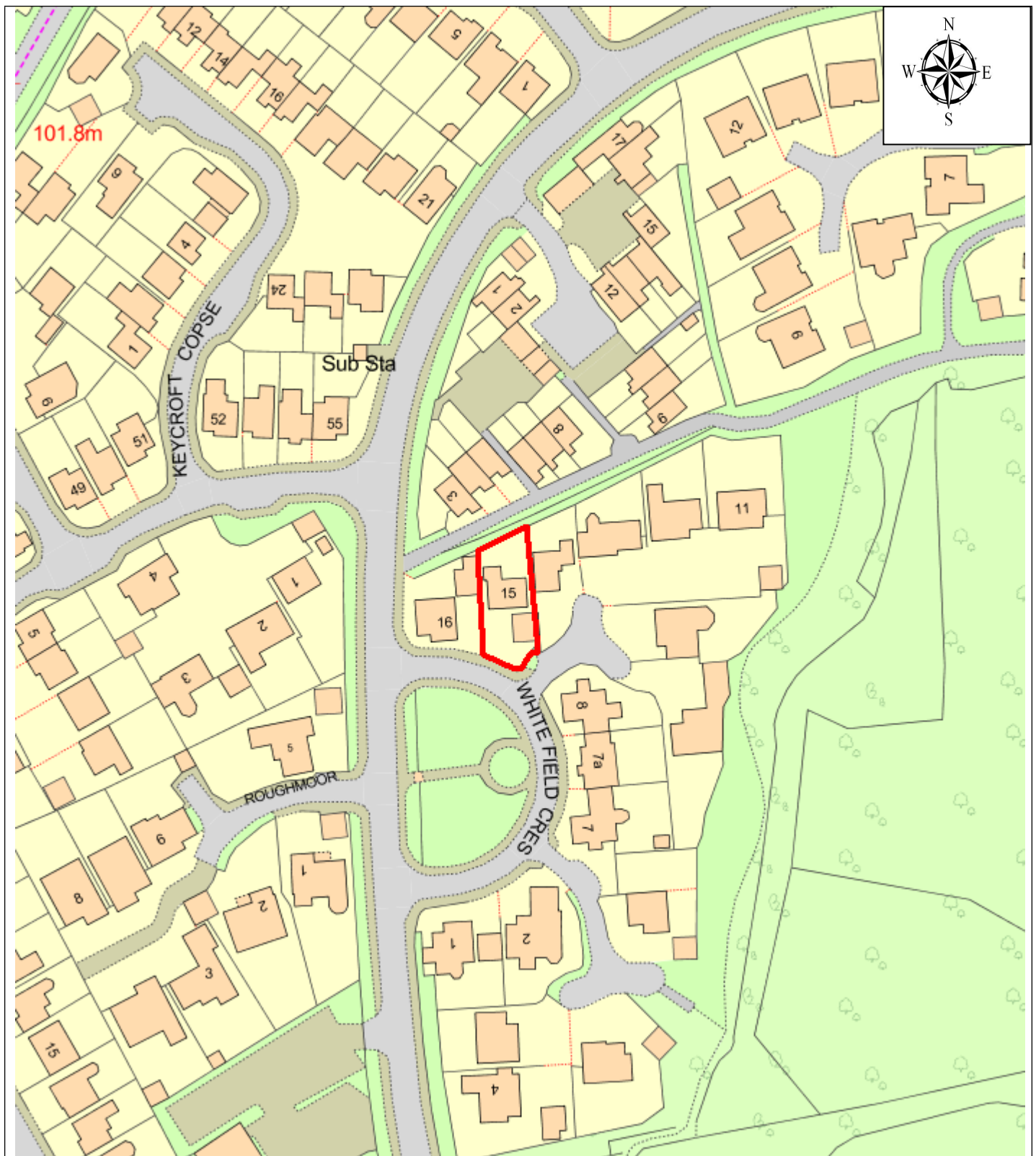
CIL

Outside CIL definition of Planning Permission: Whilst the development proposed generates a net gain in floor space, the development proposed does not constitute Community Infrastructure Levy (CIL) liable development as the proposed works fall outside the definition of planning permission for CIL purposes as defined by the Community Infrastructure Levy (England and Wales) CIL Regulations 2010 (as amended) Regulation 5 'Meaning of Planning permission'.

Application Number S/HOU/19/0196

Proposal Erection of a first floor front extension.

Location: 15 Whitefield Crescent Peatmoor Swindon SN5 5AA



This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

In all cases reference should be made to the submitted plans.

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Application Number S/HOU/19/0196  
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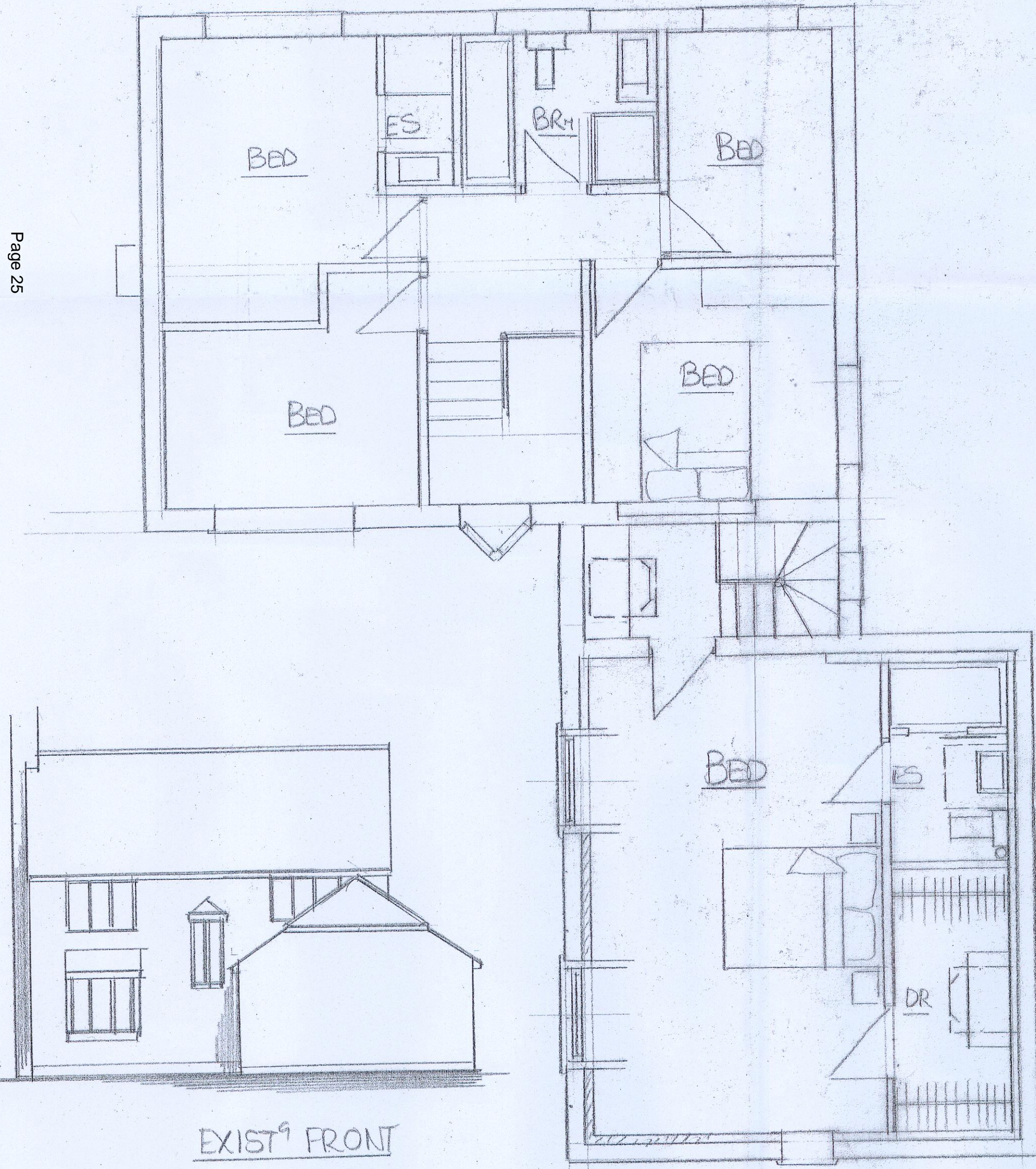
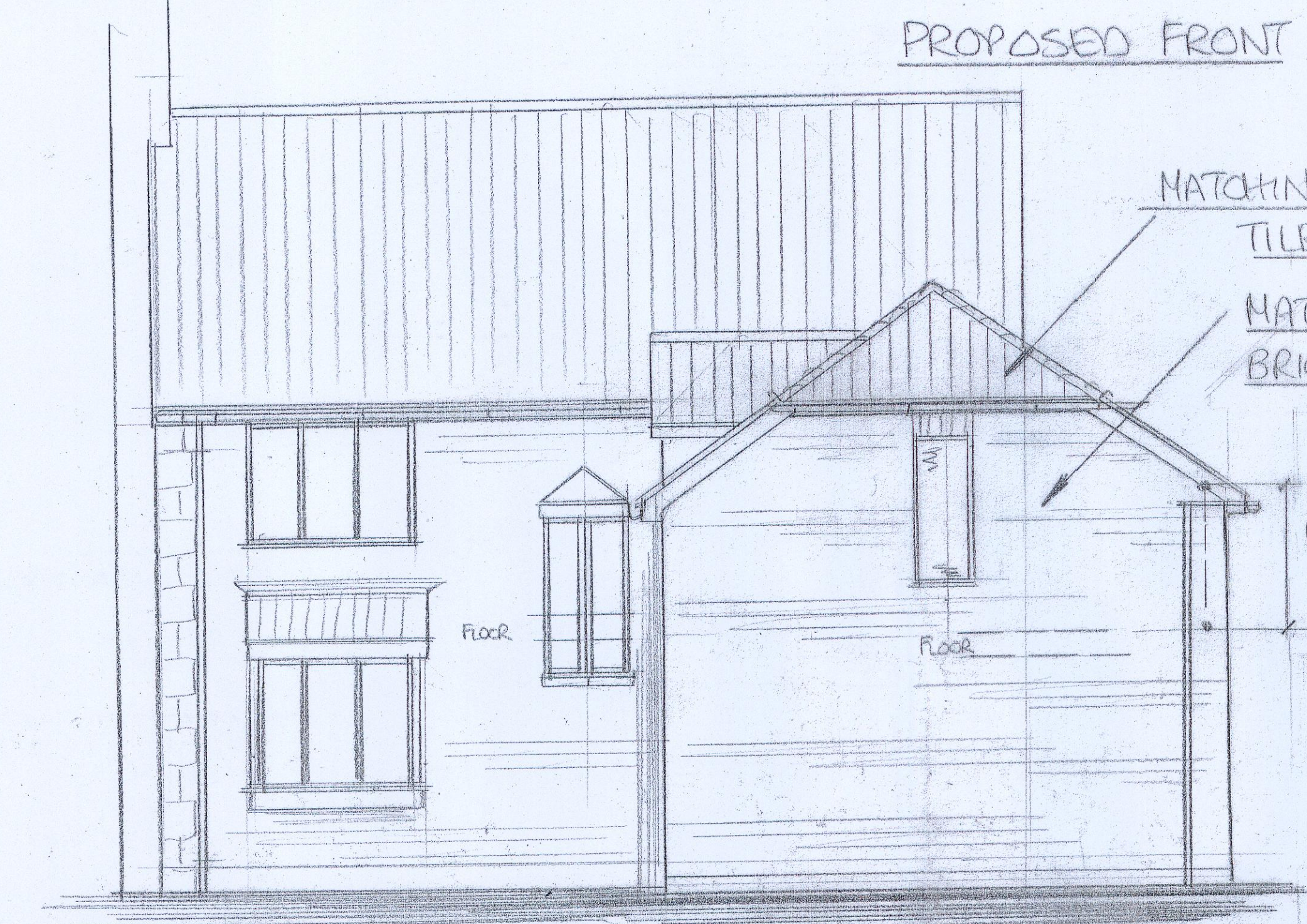


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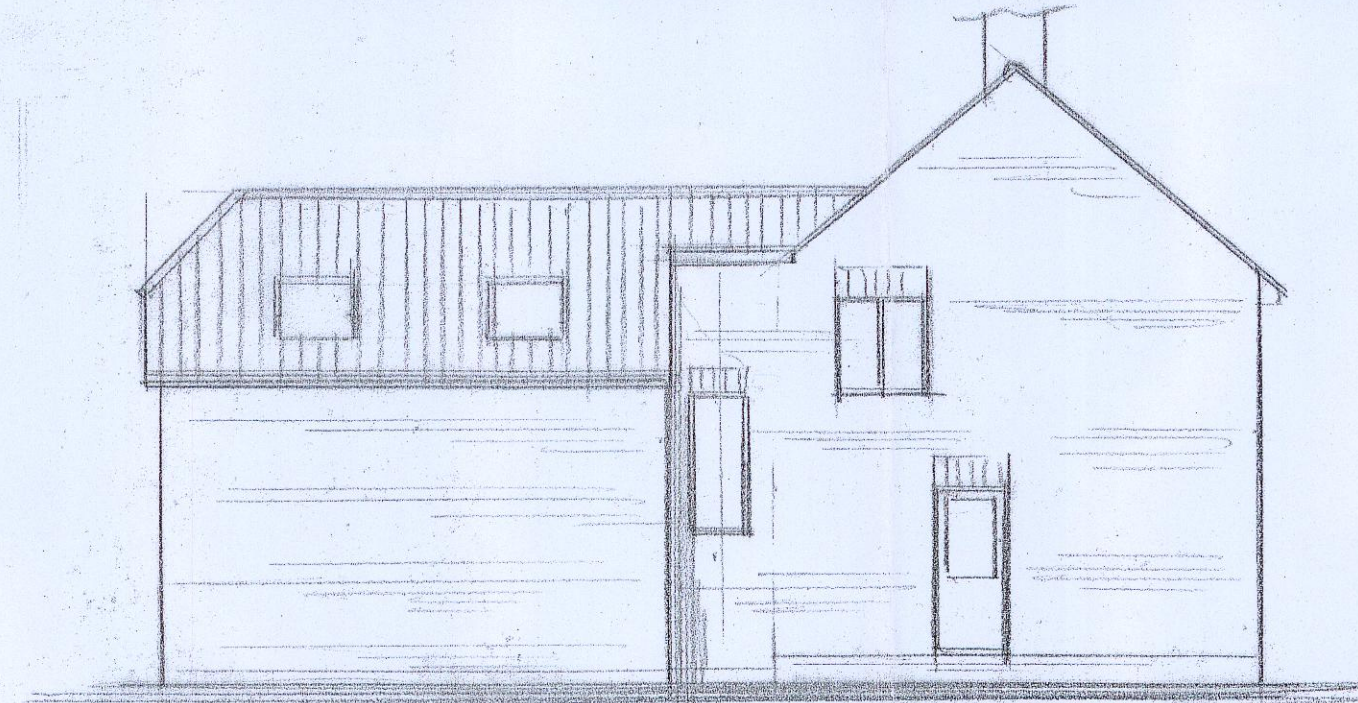




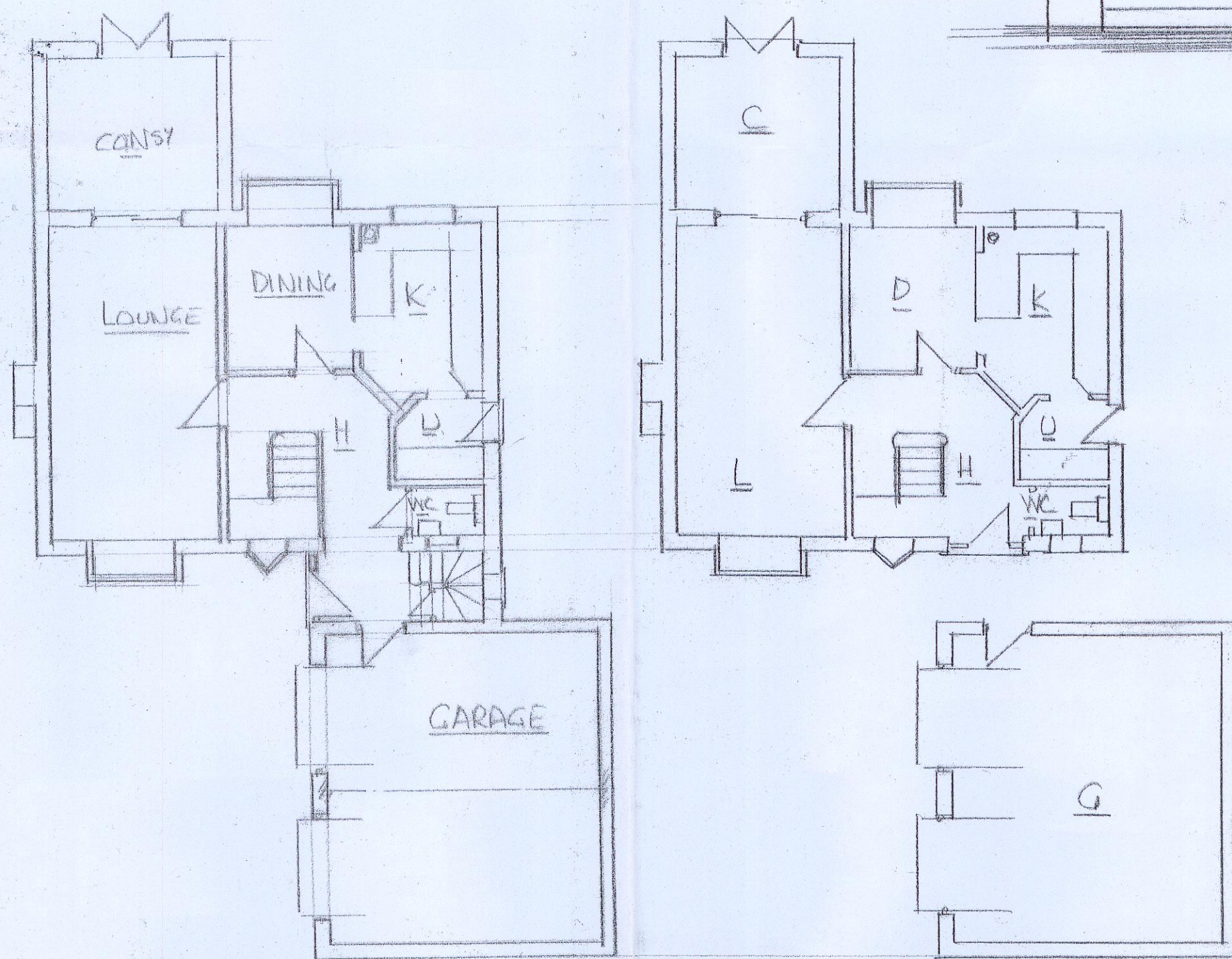
PROPOSED FIRST FLOOR



PROPOSED SIDE

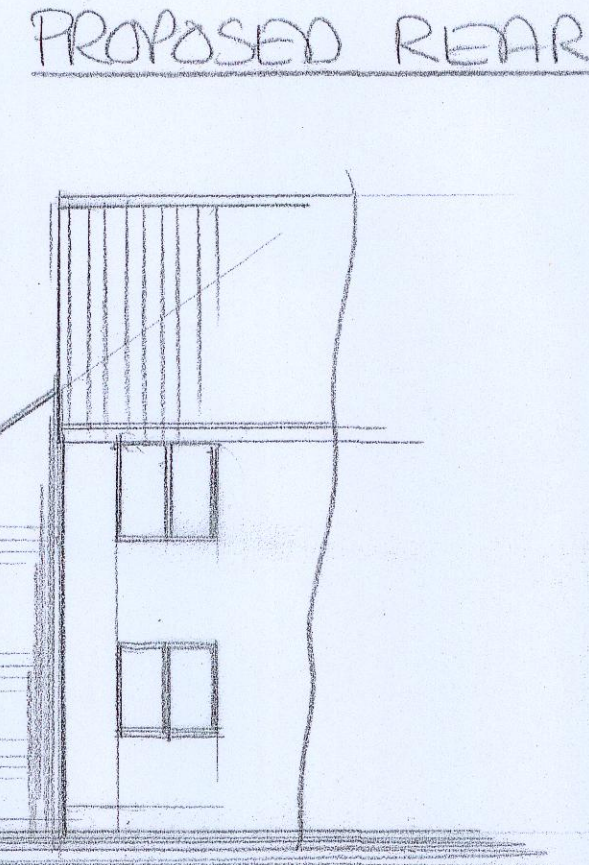


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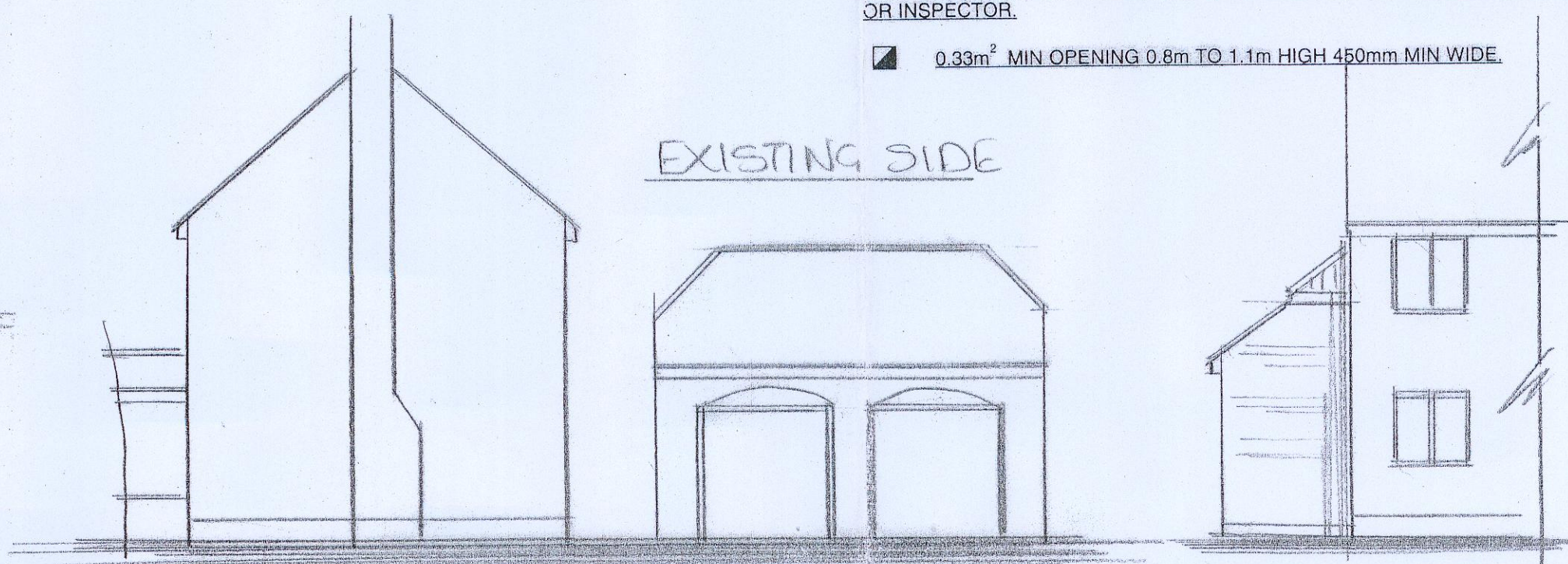


PROPOSED GROUND FLOOR

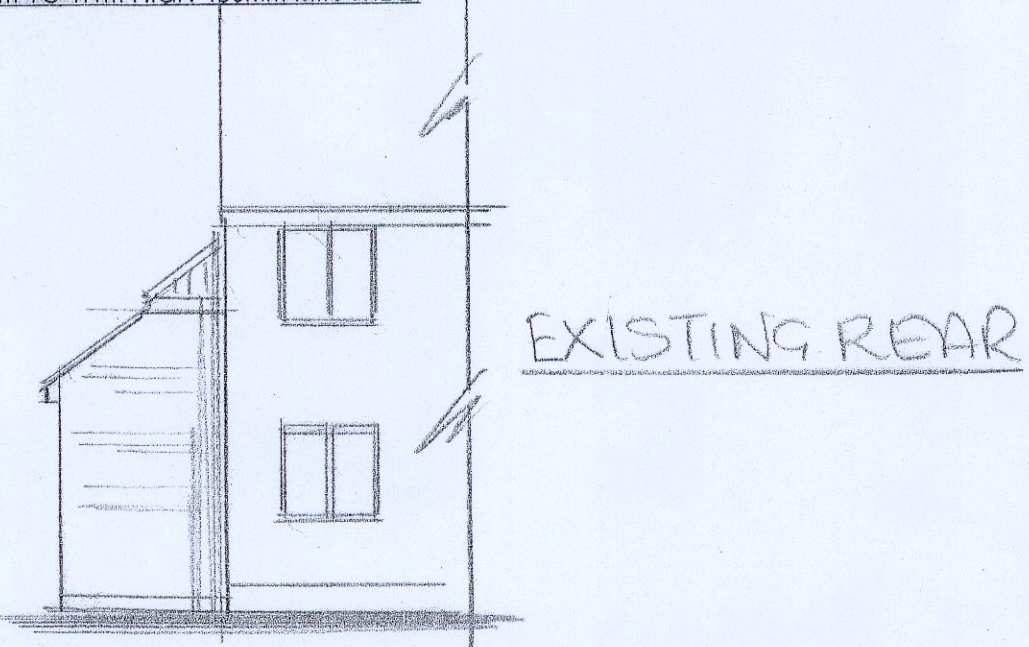
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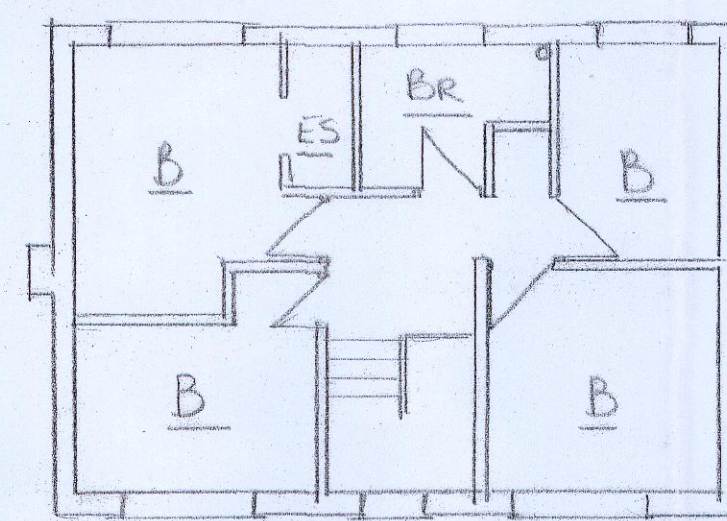
PROPOSED REAR



EXISTING SIDE

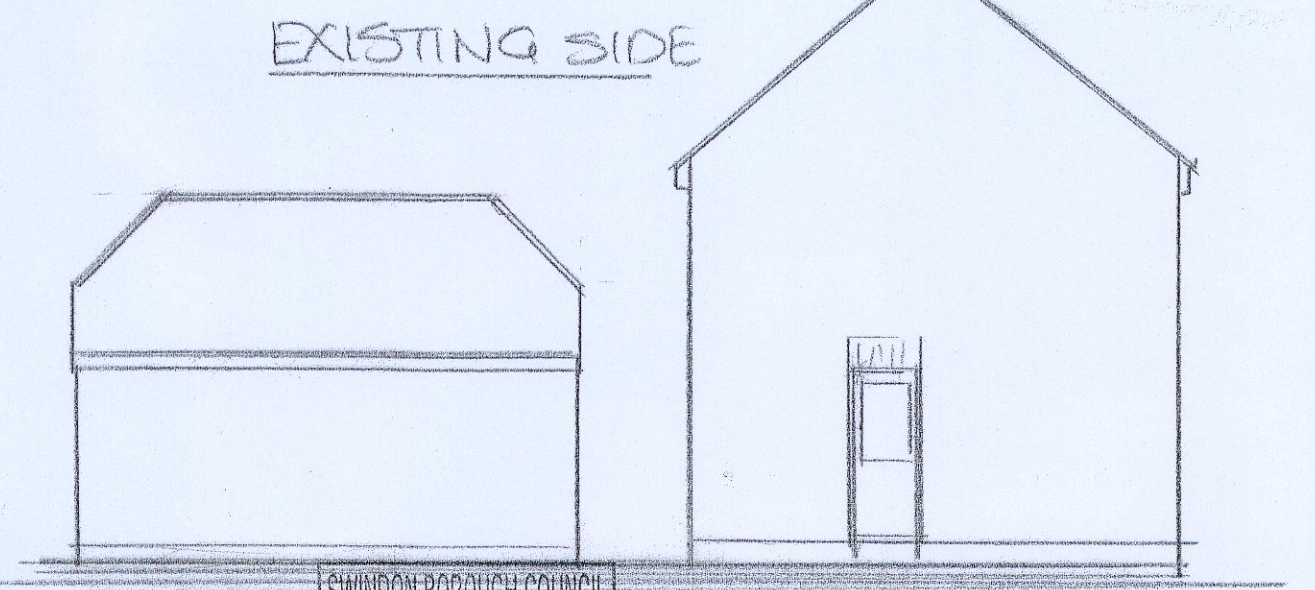


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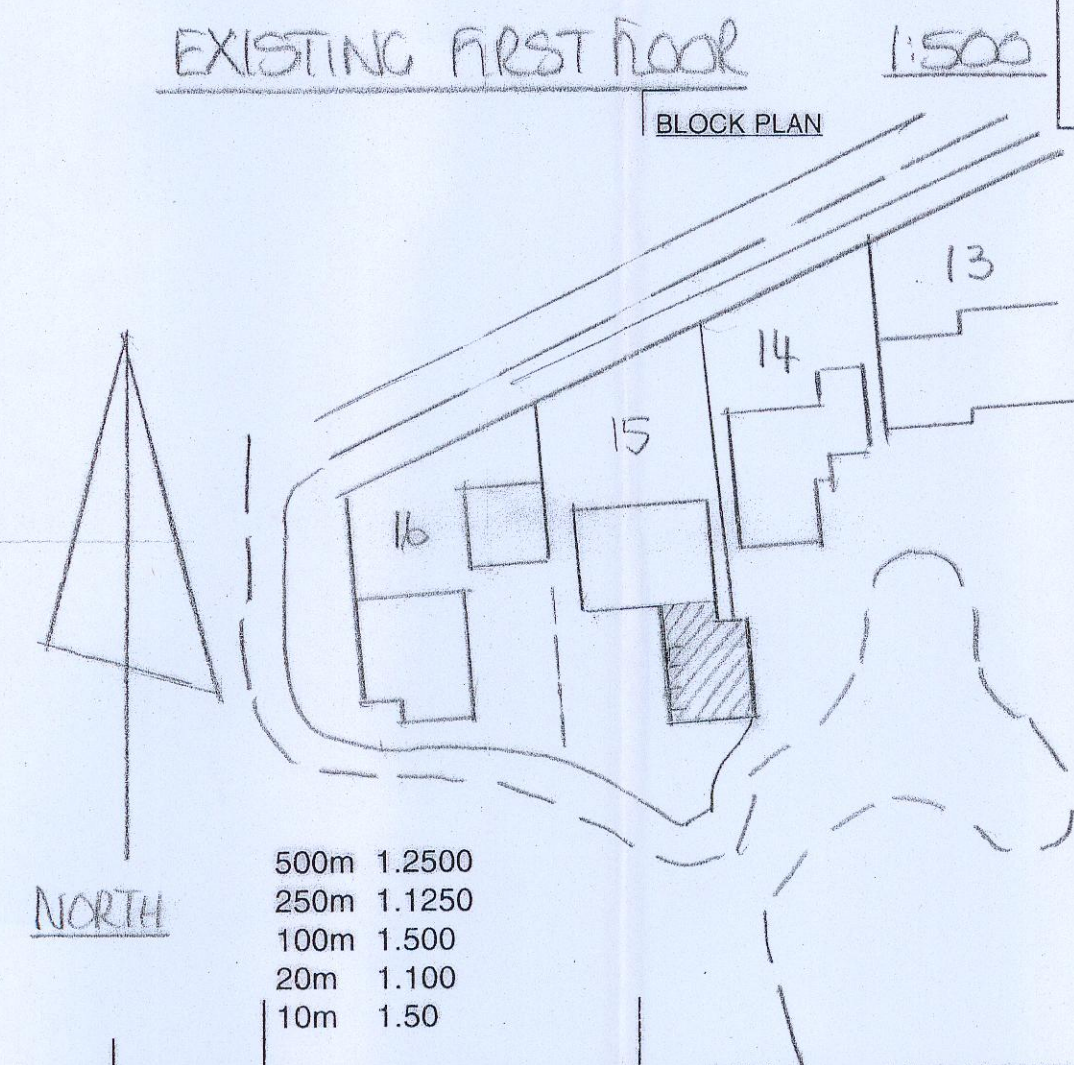


EXISTING FIRST FLOOR

BLOCK PLAN

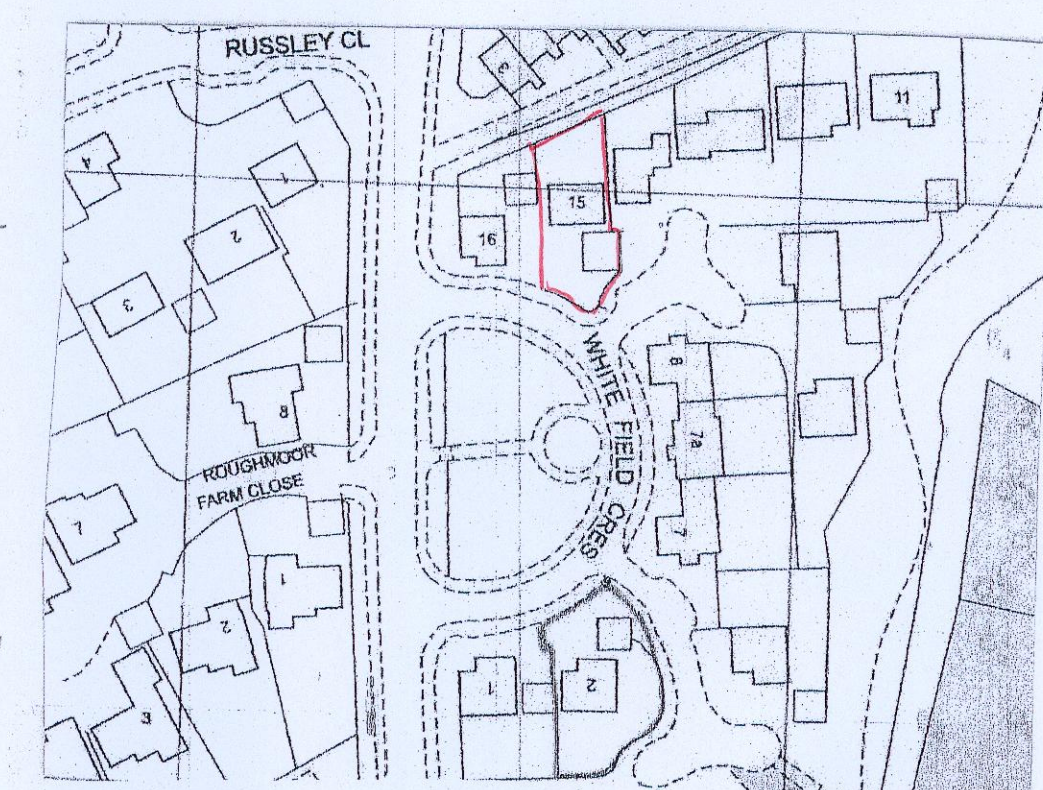


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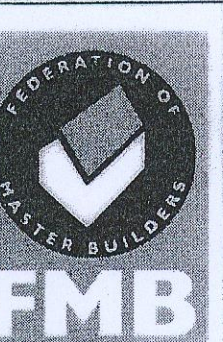
NORTH

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250m 1:1250  
100m 1:500  
20m 1:100  
10m 1:50



LICENCE NO. 100008910

ISSUE A	DATE JAN 2019	DRG. No.
ISSUE B	DATE FEB 2019	T.D. 13056/1B



NOTES

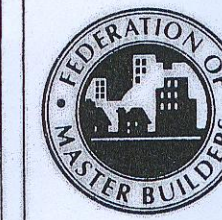
- NO WORK TO BE COMMENCED ON SITE BEFORE PLANNING & BUILDING REGULATION APPROVAL.
- ALL EXISTING DRAINS TO BE EXPOSED TO CONFIRM POSITIONS ON SITE BEFORE BUILDING COMMENCES.
- SITE MEASUREMENTS TO BE CHECKED AGAINST DRAWINGS BEFORE WORK COMMENCES.
- ELECTRICAL INSTALLATION DESIGNED, INSTALLED & TESTED BY APPROVED ENGINEER & TO COMPLY WITH PART P (CERTIFICATE OF TEST ON COMPLETION).
- BOILER PIPES DUCTS CONTROLS ETC. TO COMPLY WITH PART L.
- PROVIDE TRAIL HOLES FOR INSPECTION WHEN BUILDING ON EXISTING WALLS.
- ALL EXTERNAL WINDOWS & DOORS, DOUBLE GLAZED UNITS PILKINGTON K GLASS U VALUE 1.6w/m²K.
- ALL STUDDING WALLS & FLOORS TO HAVE 100mm SOUNDQUILT 10kg/m²
- USE INSULATED CAVITY CLOSERS.
- 10mm GAP UNDER DOORS.
- (SD) LINKED TO MAINS SMOKE DETECTORS.
- \* 5000mm² VENT TO HEAD.
- + 2500mm² VENT TO HEAD.
- Δ TOUGHENED GLASS.
- EXTRACTORS TO HAVE 15min OVER RUN.
- MOUNT STEELS ON PADSTONES COVER WITH 24mm P/BOARD. STEEL SIZES TO BE APPROVED BY ENGINEER OR INSPECTOR.
- 0.33m² MIN OPENING 0.8m TO 1.1m HIGH 450mm MIN WIDE.

(1:50)



**THAMESDOWN  
DRAFTING CO.**

7, RODBOURNE ROAD  
SWINDON SN2 2AG



DRAWN BY

*Bob Packer*

TELEPHONE

OFFICE: 01793 532444  
Email: bobpacker@btinternet.com

DESCRIPTION

PROPOSED FIRST FLOOR FRONT  
EXT<sup>N</sup> AT 15 WHITEFIELD CRES  
FOR MR & MRS C. THOMPSON

07545120497

SCALE

1:50  
1:100

DRG. No.

T.D. 13056/1B

DATE

JAN  
2019

SHEET SIZE A1





## COMMITTEE REPORT

**Item Number:**

**Application Number:**

S/HOU/19/0196/FELY

**Ward:** Shaw

**Parish:** West Swindon

**Proposal:** Erection of a first floor front extension.

**Site Location:** 15 Whitefield Crescent, Peatmoor, Swindon

**Case Officer:** Fern Lynch

**Agent:**

Mr Bob Packer  
7 Rodbourne Road  
Swindon  
SN2 2AG

**Applicant**

Mr C Thompson  
15 Whitefield Crescent  
Peatmoor  
Swindon  
SN5 5AA

### Officers Report

**Background:**

- i. This application has been brought before the committee at the request of Cllr Williams who wishes that the application be considered by the committee.

**Summary of Recommendation**

1 That planning permission be **REFUSED**

**Representations**

2. Neighbours: No representations received  
West Swindon Parish Council: No objections raised.

**Relevant Policy:**

3. Adopted Swindon Borough Local Plan 2026 (adopted on the 26th April 2015)
  - Policy SD1 (Sustainable Development Principles)
  - Policy DE1 (High Quality Design)
  - Policy TR2 (Transport and Development)
4. Supplementary Planning Documents (SPD)
  - Adopted SPD Residential Extensions and Alterations (2011)
  - Adopted DCGN Technical Guidance on Parking Standards (2007)
5. National Planning Policy Framework (NPPF) (2019).

**The Site and Surroundings**

- 6 The application site comprises of detached residential property. There is an attached garage to the front of the property. The host dwelling is located in a setback position from the highway in a cul-de-sac. There is an area of parking to the front of the property in front of the existing detached garage.

## **The Proposal**

7 This application seeks full planning permission for the erection of a front extension at first floor level. It will extend in the footprint of an existing detached garage this proposal will also link this detached garage to the host dwelling at ground and first floor. Its proposed measurements are 8m from the host dwelling. It is to be 6.1m wide at its widest point and 3.9 metres at its shortest width. This is to facilitate a fifth bedroom upstairs with ensuite and dressing room, the garage below is to be retained for off-road parking.

8 There is to be a dual pitched roof with a height of 4 m to the eaves and 6.5m to the ridge height. There are to be one window inserted in the upper level of the primary elevation and on the side elevation over the stairway inside. Two Velux roof lights are to be installed on the east side roof slope and one in the west side. In addition, two sunken dormer windows are proposed on the west side elevation over the existing up and over garage doors below.

9 The external finishes are to match the existing dwelling which consists of brickwork walls, concrete roof tiles and UPVC windows and doors.

## **Planning Considerations**

10 The key considerations relate to the design and appearance of the proposal in relation to the host dwelling and surrounding area, the impact upon the neighbour's amenity must also be taken into consideration.

11 The NPPF states within the core planning principles that planning should always seek to secure high quality design and a good standard of amenity for all existing and future occupants of land and buildings;

12 The Swindon Borough Local Plan 2026 adopted on the 26th April 2015 is the development plan that is to be used. The policies that apply to this application is: DE1 and TR2

13 The adopted Residential Extensions and Alterations (2011) provides more detailed guidance to ensure that any development is of high quality

14 Policy DE1 (High Quality Design) of the Swindon Borough Local Plan 2026 states that high standards of design are required for all types of development. Proposals for development shall respond to should address the objectives of sustainable development through high quality design and place-making principles in respect of, context and character, layout, form and function of the development, amenity and quality of the public realm.

15 Policy TR2 (Transport and Development) of the Swindon Borough Local Plan 2026 with section h states that parking provision, including secure cycle and motorcycle parking, should be provided in accordance with the Council's adopted parking standards.

## **Design and impact on street scene**

16 The adopted Residential Extension and Alteration SPD (2011) states that front extensions should not dominate or be incongruous with the host dwelling or introduce a discordant or inharmonious element.

17 The proposed extension would project a significant distance in front of the line of the main original front elevation of the existing house. As such it would form a dominating, incongruous and discordant feature to the dwelling that would significantly disrupt its currently well-proportioned appearance.

18 It is considered that there would be a negative impact on the host dwelling. The proposal is a significant addition to the front of the property that results in an inharmonious and incongruous

addition to the property, contrary to the SPD.

19 This addition will be prominent at the approach to the property. Furthermore, it will have a detrimental impact upon the street scene where it would appear as bulky and overbearing addition. The proposed extension would be clearly visible from the street and would stand out as an anomaly in the context of other properties, which generally only have modest sized single storey front projections, mainly in the form of garages.

20. The proposed additional floor will unbalance the host dwelling in comparison to others within the local context and create a new emphasis, which will result in a dwelling that is not in scale and proportion with the surrounding properties.

21. It is noted that there is one other detached dwelling within the street of the same, however it is important to note that these works were carried out prior to the adoption of the SPD guidance in 2011. Although this exists it should not excuse poor and harmful design moving forward. It is also noted that the location of that dwelling differs from that of the application site. Due to its position within the plot on this occasion it would not be possible to erect the proposed additional floor and linkage to the garage without having an adverse impact on surrounding properties which are located close by.

22. Therefore the proposal is not considered to be in conformity with the Adopted Residential Extension and Alteration SPD (2011) and Policy DE1 of the Swindon Borough Local Plan 2026 (2015) and the NPPF due to the poor quality of design of the proposal.

Impact on the amenity of the neighbouring properties

23. It is deemed that there would be a harmful impact on the amenity of the neighbouring properties especially no. 14 Whitefield Crescent by reason of the diminution / loss amount of daylight it will receive to the front of that property notably to their living room window. The second storey and joining of the detached garage to the host dwelling will impact the 45 degree line and block the only source of light to this habitable room. In addition to this, the proposal would be cramped and overbearing on the neighbouring property.

24. Whilst the existing garage is in a similar footprint as the proposed at ground floor, this is a single storey structure. The addition of a first floor side extension would be more dominant than the existing structure. The front element of the proposal will harm the amenity of the neighbouring properties, especially No.14 Whitefield Crescent in regards to the set forward position of No.15 compared to No. 14 and additional storey would further exacerbate impacts to available daylight to their already shaded front lounge window. It is considered that this is not acceptable and is not in conformity with Policy DE1 of the Swindon Borough Local Plan 2026 (2015) and the Residential Extension and Alterations SPD.

#### **Parking:**

25. The proposed development will create a requirement the provision of extra off road parking, as a further bedroom will be created. The drawings indicate that there is sufficient parking provision (3 spaces) on the existing driveway and in the garage, which will deliver the optimum off road parking requirements. The proposal therefore accords with Policy TR2 of the Local Plan and SBC's Parking Standards (2007).

#### **Community Infrastructure Levy (CIL):**

26. In accordance with the provisions of the Community Infrastructure Levy charging schedule, as the proposed new floor space does not exceed 100 square metres in area, it is exempt from CIL Liability.

#### **Concluding Comments**

27. Whilst an addition of similar proportions may be acceptable in principle, given the particular

circumstances here, with the prominence of the plot and the adverse impact upon the amenity of its neighbour it is considered to be harmful and thus represents poor design. For the above reasons, the proposed extension would cause unacceptable harm to the character and appearance of the host dwelling and the surrounding area. As such, it would be contrary to Policy DE1 of the Swindon Borough Local Plan 2026 and the Residential Extensions & Alterations Supplementary Planning Document (2011) which together require high standards of design for all types of development. It would also be contrary to the National Planning Policy Framework which sets out in paragraph 17 that planning should always seek to secure high quality design. Therefore it is recommended that planning permission be refused.

### **Recommendation**

28. That planning permission be **REFUSED**.

## **REASON**

1. The proposal is contrary to Policy DE1 of the Swindon Borough Local Plan 2026 (2015), the Residential Extension and Alteration Supplementary Planning Document (2011) and the National Planning Policy Framework (2019) as by reasons of its scale, appearance, prominent location and poor design. It is considered that the addition would be oppressive and have an overbearing impact that would result in harm to the residential amenity enjoyed by the occupants of No.14 Whitefield Crescent.

## **INFORMATIVES**

1. This refusal shall be in respect of drawing: T.D 13056/1B received by the Local Planning Authority on 8th February 2019. Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.
2. CIL - Reg. 42 Exemption for Minor development: Whilst the development generates a net gain in floor space and is Community Infrastructure Levy (CIL) liable, it is exempt from CIL liability under CIL Regulation 42, as it constitutes minor development for the purposes of calculating CIL liability because the proposed extensions floorspace is below 100 sqm GIA.

End of Report

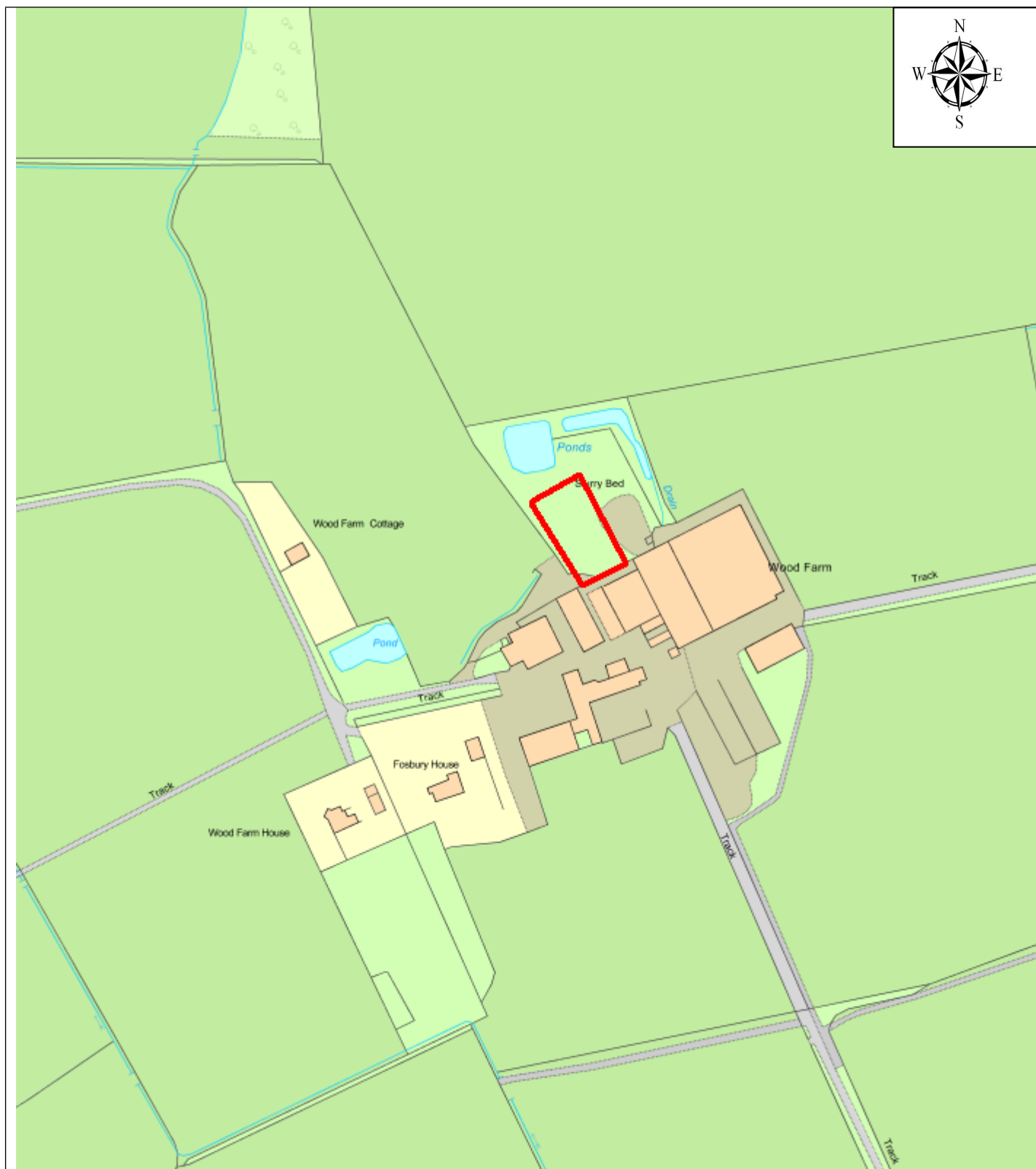


## Agenda Item 8

Application Number S/18/1617

Proposal Installation of a 7.5MW flexible generation plant, 2.4 metre security fence and associated works.

Location: Land At Wood Farm Swindon Road Wroughton Swindon SN4 9BZ



This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

In all cases reference should be made to the submitted plans.

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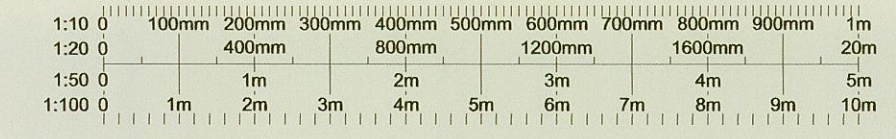






Page 33

1 SITE PLAN  
Scale 1:100 @ A1 1:200 @ A3



Revision	Rev Date:	Revision Description:	Drm	Ckd	Appd
B	14.09.2018	Fence changed to Screening Fence	SF	EG	
A	24.07.2018	Site Rearranged	SF	EG	
O	30.05.2018	Original	PM	EG	

Revisions Schedule

SWINDON BOROUGH COUNCIL  
- 5 OCT 2018  
PLANNING DEPARTMENT

**conrad energy**

SWINDON BOROUGH COUNCIL  
- 5 OCT 2018  
PLANNING DEPARTMENT

8/18/16/17:  
CONRAD ENERGY LIMITED  
UNITS D & E, WINDRUSH COURT, BLACKLANDS WAY, ABINGDON OX21 1SY  
T: +44(0)1865 338166 E: info@conradenergy.co.uk W: www.conradenergy.co.uk  
Registered in England No. 09866059. Registered office: 71-75 Shelton Street, Covent Garden, London, WC2H 9JQ

Project Number:			P2109		
Project Title:			Wroughton		
Client(s):			CONRAD ENERGY		
Project Issue Date:			July 2017		
Drawn By:	SF	Checked By:	EG	Approved By:	
Drawing Number: P2109(06)-31-01				Rev: B	
Drawing Name:			Proposed Site Plan		

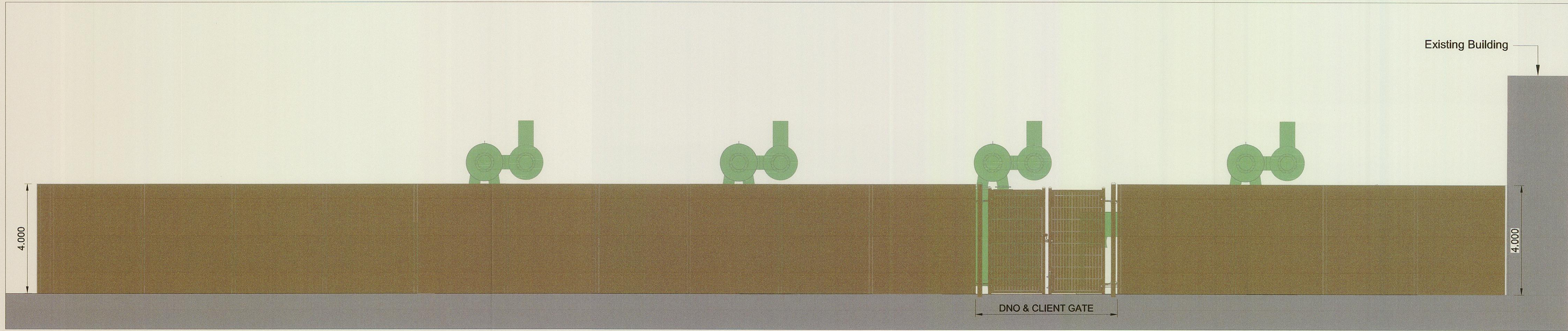
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Drawing Status:

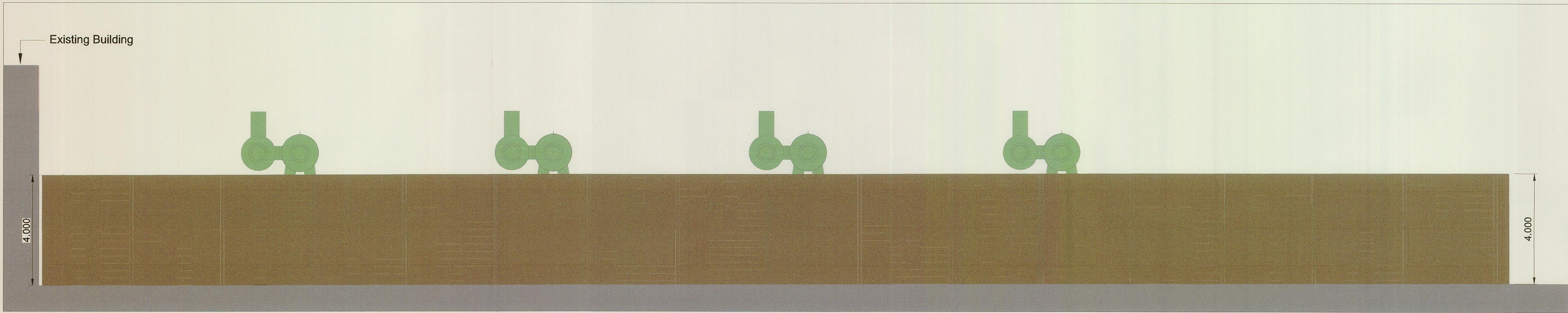
**FOR PLANNING**





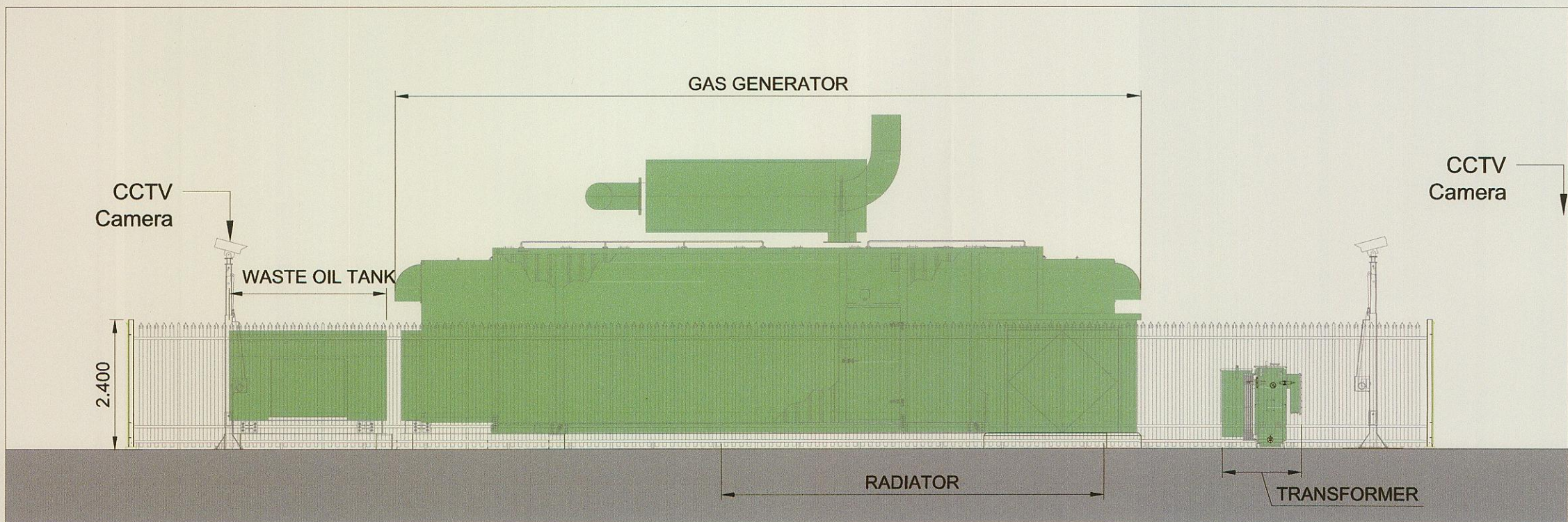
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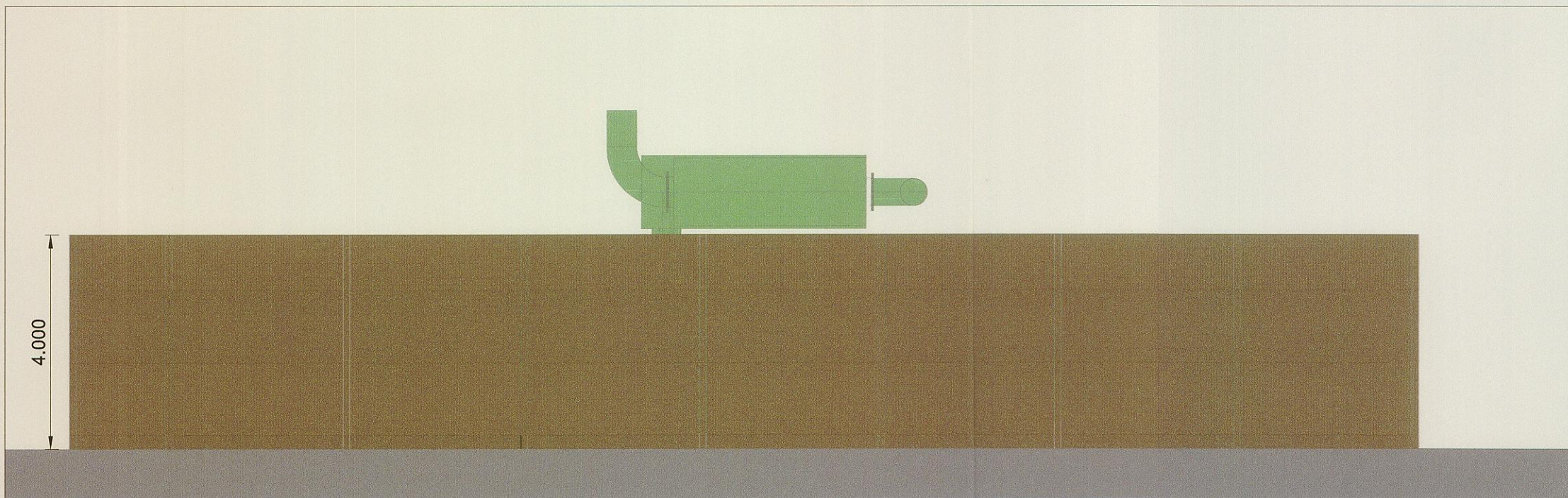
2 East Elevation

Scale 1:100 @ A1 1:200 @ A3



3 South Elevation

Scale 1:100 @ A1 1:200 @ A3



4 North Elevation

Scale 1:100 @ A1 1:200 @ A3



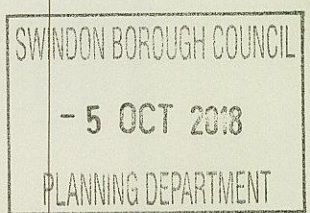
5 SITE PLAN

Scale 1:500 @ A1 1:1000 @ A3

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1:20	0	400mm	800mm	1200mm	1600mm	2000mm	2400mm	2800mm	3200mm	3600mm	4m
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1:100	0	1m	2m	3m	4m	5m	6m	7m	8m	9m	10m

Revision	Rev Date	Revision Description	Dm	Ckd	Appd
B	04.10.2018	Scales Revised	SF	EG	
A	14.09.2018	Fence changed to Screening Fence	SF	EG	
O	07.08.2018	Original	SF	EG	

Revisions Schedule



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T: +44(0)1865 336166 E: info@conradenergy.co.uk W: www.conradenergy.co.uk  
Registered in England No. 09866059. Registered office: 71 - 75 Shelton Street, Covent Garden, London, WC2H 9JQ

Project Number: P2109

Project Title: Wroughton

Client(s): CONRAD ENERGY

Project Issue Date: July 2017

Drawn By: SF Checked By: EG Approved By: EG

Drawing Number: P2109(06)-31-02 Rev: B

Drawing Name: Site Plan and Proposed Elevations with Fence

Sheet Print Stamp:

Scale: As Shown @ Paper Size: A1

Drawing Status:

FOR PLANNING





## COMMITTEE REPORT

**Item Number:**

**Application Number:** S/18/1617/SASM

**Ward:** Wroughton And Wichelstowe

**Parish:**  
Wroughton

**Proposal:** Installation of a 7.5MW flexible generation plant, 2.4 metre security fence and associated works.

**Site Location:** Land At Wood Farm, Swindon Road, Wroughton

**Case Officer:** Mrs Sarah Smith

**Agent:**

Lichfields  
The Quoram  
Bond Street  
Bristol  
BS1 3AE

**Applicant**

Conrad Energy (Developments)  
Limited  
  
C/o Agent

### Officers Report

This application has been brought to Committee by Councillor Cathy Martyn.

Summary of Recommendation:

1 That planning permission be GRANTED with Conditions

The Proposal:

2 The application seeks permission for a 7.5 mW flexible power generation plant. It proposes the installation of 4 gas generators, radiators and transformers, along with a gas kiosk, clean and waste oil tanks, client building, DNO (distribution network operator) building and amenity building in a compound enclosed by a 4m high grey-brown painted timber screen fence on a site of 0.13ha. The proposed facility would generate electricity by burning mains gas, and would be available to provide electricity to National Grid to meet short term demand fluctuations. The proposed site is adjacent to farm buildings in a rural location. The Air Quality Statement submitted with the application states that the facility could operate 3-4hrs per day 365 days per year.

3 New planting is proposed to the north, west and east of the development site to both enhance the existing hedgerow and create additional landscape screening and an acoustic screen is proposed on the western and northern sides. Access will be from the west and will involve the removal of the hedgerow section immediately in front of the access gates.

4 The generator will be positioned to the south of the associated apparatus and 'essential' kit

which is sited closer to the northern boundary. It is proposed that parking for the proposed development will only be required intermittently and no specific parking provision is considered necessary as the location is well away from the public highway, accessed over private land. No changes to the existing vehicular access at the junction with Swindon Road are proposed.

5 It is proposed that the site will be enclosed by palisade fencing to the southern boundary for security with a timber acoustic fence on its northern, western and eastern boundaries. Security cameras are proposed in each corner of the site so that the site can be monitored remotely. These cameras will be mounted 4 metre high and will face inward.

6 The four gas generators will each be 14 metres in length, 3.5 metres in width and a maximum height of 6.3 metres.

#### The Site and Surroundings:

7 The site is currently farmland adjacent to storage and livestock barns at Wood Farm which screen the site from the south. It is overgrown and contains an earth mound in its centre with a ditch and hedgerow along its western boundary.

8 There are 3 dwellings situated to the south and west between 95 and 145 metres from the proposed site.

#### Representations:

9 Wroughton Parish Council Comments: No objection subject to:-

- The proposal being in accordance with LE6 of the Wroughton Neighbourhood Plan.
- Concerned about noise impact after 10pm and there should be a restriction of usage of the facility between the hours of 10pm to 6 am to no more than five times per annum.
- Concerned in relation to temperature inversion during the winter months and request that the Environmental team are satisfied it would not have an adverse impact on the surrounding area.
- Site must be returned to the original condition at the end of the facilities use and all contaminants should be cleared from the site.

Revised Details:- No objection subject to:-

- The proposal being in accordance with LE6 of the Wroughton Neighbourhood Plan.
- Concerned about noise impact after 10pm and there should be a restriction of usage of the facility between the hours of 10pm to 6 am to no more than five times per annum.
- Concerned in relation to temperature inversion during the winter months and request that the Environmental team are satisfied it would not have an adverse impact on the surrounding area.
- Site must be returned to the original condition at the end of the facilities use and all contaminants should be cleared from the site.
- Welcome the proposal for a 4m high acoustic barrier surrounding the site to reduce noise pollution and also satisfied with the air pollution report which showed that air pollution increase was insignificant.

10 Neighbours: Letter of objection from Wood Farm House on the following grounds:-

- Industrial processes of this type in conflict with the Local Plan and Neighbourhood Plan which would adversely affect the rural setting.
- Would cause unacceptable noise disturbance and exhaust gases likely to hang in the local

- atmosphere due to frequent temperature inversions.
- Out of character in terms of appearance and visual impact.
- Query whether this would have an impact on viability when farm has benefitted through sale of land for Berkley Farm development.
- Running hours not prescribed and accordingly could run for many hours every day including overnight.
- Fossil fuelled power station not in keeping with Borough's green energy credentials and in conflict with landowner's organic farm business.
- Industrial processes such as this should be located in prescribed areas within the Borough such as existing industrial estates or other brownfield locations.

Revised details: Further letter of objection from Wood farm House on the following grounds:-

- In reality there appears to be no material changes with regard to the application. It is however noteworthy that local opposition to the proposal has risen with local councillors involved in a petition to prevent the power station being erected.
- Having read all the associated papers it is evident that there has been an attempt to obscure the key material planning issues through unnecessary volumes of less relevant material. The key issues remain:-
- Rural Setting & Environment: - The proposed site is in a rural setting outside the established building line for the village of Wroughton. Notwithstanding the attempts to portray this construction as part of the 'green agenda', the fact remains that this is an industrial process, namely a power station, omitting noxious fumes into the atmosphere. There is in fact recent academic research that clearly identifies an increased mortality rate in cattle grazing near such installations. The irony of such an application being put forward on an organic dairy farm should not be lost on those assessing the application. See link to news article about the research:<http://www.flanderstoday.eu/innovation/cow-study-confirms-effects-air-pollution-health> Original research paper: <https://www.ncbi.nlm.nih.gov/pmc/articles/PMC5400059/>
- Running Hours:- The attempts by the applicant to persuade the Planning Authority that the hours of running will be minimal are not supported by the substance of the application. The Litchfields report states the plant will run "when renewable energy sources fail to generate sufficient electricity or alternatively during short periods of exceptional demand for energy'. The reality is inconsistent with the quote above. The plant may well need to run when the wind is not blowing, the sun is not shining and other power plant on which the country relies (including nuclear plant situated in France) is subject to planned or unplanned change. It is well established that the country is in need of new base load generating capacity e.g. significant nuclear or gas power plants and the National Grid have issued recent forecasts suggesting that the capacity margin (gap between supply and demand) is likely to narrow to a concerning level. The conclusion must be that it is entirely credible that the proposed plant will generate for a substantial number of hours every day. Despite the repeated claims by the applicant that running levels will be modest there is nothing in the application to stop the power plant running continuously.
- Noise Pollution:-we have been told by the applicant that the noise of the plant will not be audible above existing noise from the M4 motorway. This statement is contradicted by their own noise assessment consultant (Impact Acoustics) which in relation to night time running explicitly concludes that the noise created from the power station would have 'a significant adverse impact' on our and surrounding property. From our reading of the acoustic report, the consultants have completely failed to consider wind direction which we know from our experience makes a very significant difference to the audibility of motorway noise. The Council Environmental officer's statement makes a gesture towards limiting night time running but in our respectful opinion is in reality an unenforceable provision. If



the Planning Authority is minded to give consent to this application but wishes to effectively limit overnight running a clear provision along the following lines would be enforceable: 'the plant in question may not run between the hours of 9.30pm and 7.30am'. The applicants have additionally told us that the typical running hours for plant of this nature are from around 5pm-7pm. This is not supported in their written application and consideration should be given to clear and enforceable running hours.

- General Planning Considerations:- New industrial processes should be constructed in places that have been identified for such purposes within the relevant local or neighbourhood plan. From a quick inspection of the public record it seems that where such plants have been consented it is typically in a non-rural location or on an existing industrial estate. There is also ample precedent for rejecting similar applications and we draw your attention to the attached schedule where applications have been withdrawn or rejected throughout the country.

Letter of objection from Prospect Hospice on the following grounds:- due to proximity to our buildings we are concerned about noise and air pollution.

#### Planning Considerations:

11 Planning law requires that applications for planning permission must be determined in accordance with the development plan unless material considerations indicate otherwise. The Swindon Borough Local Plan and Wroughton Neighbourhood Plan are the principal development plan documents applicable to the determination of this application.

12 Material considerations are found within the National Planning Policy Framework and National Planning Practice Guidance.

#### Principle of development

13 Local Plan Policy SD2 identifies the categories of development supported in the countryside outside of settlement boundaries. The potentially applicable categories of development cited by the applicant are renewable and low carbon energy development in accordance with Policy IN4 and farm diversification in accordance with Policy EC5.

14 However the proposed development isn't farm diversification within the meaning of Policy EC5, since the definition of activities within the remit of the policy specifically excludes: "renting out the land for diverse activities where there is no further involvement in these activities". There is no evidence that this is a proposal of the landowner or is part of a wider farm business. Officers therefore infer that the farm's only involvement would be renting land to the operator of the generator.

15 Policy IN4 applies to "renewable and low carbon energy infrastructure". None of these terms is defined within the Local Plan, but a definition does appear in NPPF 2018 as follows:

"Renewable and low carbon energy: Includes energy for heating and cooling as well as generating electricity. Renewable energy covers those energy flows that occur naturally and repeatedly in the environment – from the wind, the fall of water, the movement of the oceans, from the sun and also from biomass and deep geothermal heat. Low carbon technologies are those that can help reduce emissions (compared to conventional use of fossil fuels)."

16 Burning natural gas (a fossil fuel) is clearly not a renewable energy source. Nor is the proposal in itself a 'low carbon technology', for example officers understand that it is less efficient than a combined cycle gas turbine. The question is whether or not the proposal represents 'low carbon

energy infrastructure' because it supports a wider low carbon energy mix by ensuring continuity of supply during peak periods that cannot be met by renewables or low carbon generation.

17 The applicant's planning statement includes an appeal decision (APP/R1010/W/17/3172633) relating to a proposal from August 2017 in respect of a 14MW 'peaking power generation plant' in Derbyshire. The method of power generation (from natural gas) and intended purpose of the development in that appeal appear to be the same as in the current Wroughton proposal. In that appeal Inspector Beverley Doward considered a slightly differently worded policy which supported 'development which is required for the exploitation of sources of renewable energy' and concluded that the development should be regarded as supporting infrastructure which would support a move to low carbon energy.

18 In April 2018 in an appeal decision in respect of an 8MW peaking power generation plant in Cumbria (APP/G0908/W/17/3189773) Inspector Caroline Jones referred to Inspector Doward's decision in concluding "that the proposed plant could reasonably be described as low carbon energy 'associated infrastructure' as supported by paragraph 93 [now 148] of the Framework."

19 Officers consider that the same conclusion would apply to the current application proposal and therefore that the proposal can be regarded as "renewable and low carbon energy infrastructure" under Policy IN4 and "associated infrastructure" for renewable and low carbon energy under paragraph 148 of the NPPF.

20 The proposal would therefore be supported by Policy IN4 subject to an assessment of its social and economic benefits, impacts on and benefits to local communities, and environmental impacts.

#### Wroughton Neighbourhood Plan

21 Policy LE3 of the Wroughton Neighbourhood Plan in line with Local Plan Policy IN4 states that energy efficiency and low carbon energy generation schemes with major community benefits will be encouraged and supported in principle subject to all appropriate Neighbourhood Plan and SLP 2026 policy requirements being addressed.

22 Whilst it is not considered that there would be 'major' community benefits and the scheme is not a low carbon generation scheme the proposal can be regarded as 'renewable and low carbon energy infrastructure' under Local Plan Policy IN4 and it is not considered that the proposal is in conflict with Policy LE3 or any other policy of the Neighbourhood Plan.

#### Other Issues

23 Although the applicant provides some details of job creation during the installation phase, the economic and social benefits of this small-scale project are marginal. That leaves consideration of the impacts on and benefits to local communities including noise issues, impact on the landscape and ecological issues.

#### Noise issues and local amenity

24 The report received in January 2019 has shown that subject to monitoring after installation and mitigation measures including the 4 metre high acoustic barrier along the western boundary (Noise Impact Assessment Report IMP5361-4) the levels required by the Environmental Health officer can be achieved. As a result and subject to Conditions it is not considered that there would be any adverse impact on neighbouring properties as a result of the proposal.

#### Landscape

25 The proposed site is partially screened from higher ground to the south by its positioning to the

north of agricultural buildings and will be viewed from the east and north from public footpaths with these agricultural buildings as a backdrop to the site. The site will also be screened by perimeter fencing and an acoustic barrier to the north and west and a landscape scheme would provide further screening. A Landscape Visual Impact Assessment has been provided by the applicant and this is considered acceptable by the Landscape Officer subject to the illustrative landscape scheme being upgraded to a fully detailed scheme and this can be provided for by Condition.

### Ecological Issues

26 DEFRA's mapping shows that the site lies within an Impact Risk Zone for Burderop Wood Site of Special Scientific Interest to the west. Any development which could cause air pollution and all general combustion processes within the Impact Risk Zone requires that Natural England should be consulted. We have consulted Natural England and they have commented that they see no reason to disagree with the conclusions of the January 2019 air quality assessment, namely that the proposed facility will not result in any significant impacts on the SSSI according to Environment Agency guidance.

27 The Council's ecologist has also reviewed the Air Quality Ecological Assessment (Air Quality Consultants, January 2019) which he considers satisfactory in that the air quality impacts have been suitably assessed and that no adverse effect will occur (as the projected N contribution would be effectively imperceptible).

### Third Party Comments

28 A series of reports were commissioned and submitted to support the application which allow the impacts of the proposal on air quality, noise, landscape and visual impact, ecology and adjacent trees to be understood. Statutory consultees and the Council's Environmental Health officers, Ecologist and Landscape Officer have considered the content of these reports and there are no outstanding objections to the proposals from any of the officers.

29 The Council's Environmental Health Officer has no objection to the proposal on air quality or noise grounds. Conditions are recommended which are standard for a development of this type. The conditions will ensure the noise impacts of the proposal are below existing background noise levels aside from the hours of 11pm to 7am where the proposal may only operate for a maximum of twenty hours per year. This will allow the proposal to operate in a rare, emergency 'lights out' scenario should this ever occur. In addition, the Council have requested the submission of new evidence within 6 months of the plant's operation to demonstrate that noise levels do not exceed 5dB below the existing background noise level. These measures will guarantee that neighbouring amenity is not affected.

30 The Council's Landscape Officer agrees with the findings of the landscape and visual impact assessment which finds no harm to the landscape character.

31 Officers are aware of the series of refused applications listed by the Wood House Farm representation but it's important to recognise that applications are considered on their own merits. There are also a significant number of similar applications which have been approved across the country. However in planning terms, positively determined or refused applications elsewhere hold no weight in the decision making process for this application.

32 It is considered that the noise and air quality reports submitted in support of the application demonstrate that there will be no noise and air quality impacts on the Hospice as a result of the proposal.

### Concluding Comments:

33 The proposed development is compliant with Policies SD2, IN4 and DE1 of the Swindon Borough Local Plan 2026 (2015).

### Recommendation

34 That planning permission be **GRANTED** with Conditions

## Conditions

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990.

2. This approval shall be in respect of Drawing Number P2109(06)-28-01 RevA (Site Plan and Location Plan) at scale 1:1250, Drawing Number P2109(06)-31-01 RevB (Proposed Site Plan) at scale 1:100, Drawing Number P2109(06) -31-02 RevB (Site Plan and Proposed Elevations with Fence) at scales 1:500 and 1:100 and Drawing Number P2109(06)-31-03 RevB (Site Plan and Proposed Elevations) at scales 1:500 and 1:100 received by the Local Planning Authority 5th October 2018, Landscape and Visual Statement dated January 2019 and Industrial Noise Impact Assessment Installation of Power Generation Plant ( IMP5361-4) received by email by the Local Planning Authority 14th January 2019 and Air Quality Effects on Burderop SSSI and Air Quality Ecological Assessment dated January 2019 received by email by the Local Planning Authority 13th February 2019.

Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.

3. Noise levels shall not exceed a Rating Level (BS4142:2014) of -5dB below the measured background noise level between 0700hrs and 2300hrs (covering 'typical' operation).

Reason: in the interests of residential amenity

4. Noise levels shall not exceed a Rating Level (BS4142:2014) of -5dB below the measured background noise level between 2300hrs and 0700hrs for more than a cumulative total of 20 hours in any 12 month period (covering 'emergency' operation).

Reason: in the interests of residential amenity

5. Within 6 months of the first use of the proposed development, an acoustic report including measures to address any shortcoming in mitigation should be submitted to the local planning authority that demonstrates the impact of operational noise on nearby residential premises has been mitigated to such an extent that the rating level of any noise source does not exceed 5dB below the background level (LA90), as determined by a BS 4142:2014 assessment.

Reason: To ensure the appearance of the development is satisfactory and in the interests of residential amenity.

6. Prior to the commencement of the development details of the design and appearance of the

proposed acoustic screen as set out in the Noise Impact Assessment Report IMP5361-4 shall be submitted to and approved in writing by the Local Planning Authority and the acoustic screen implemented in accordance with the approved details prior to the first operation of the energy plant and retained for the duration of the use.

Reason: in the interests of residential amenity.

7. Prior to the commencement of works on site in connection with the development hereby permitted, a scheme of landscaping in accordance with the approved 'illustrative landscape scheme' set out in Fig 5 (RPS OXF 11261) of the Landscape and Visual Statement dated January 2019 to include a planting schedule and time table of works, shall have first been submitted to and approved in writing by the Local Planning Authority. The scheme shall include details of the positions, species and crown spread of all existing trees and hedgerows on the land, detailing those to be retained, together with measures for their protection during development. The approved scheme shall be implemented as per the approved timetable.

Any tree or shrub planted in accordance with the scheme which is removed, dies or becomes diseased within a period of five years from first being planted, shall be replaced by one of a similar size and the same species.

Reason: To ensure the appearance of the development is satisfactory.

8. 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 construction period. The Statement shall:

- i. specify the type and number of vehicles;
- ii. specify point of construction access and access route to the site;
- iii. provide for the parking of vehicles of site operatives and visitors;
- iv. provide for the loading and unloading of plant and materials;
- v. provide for the storage of plant and materials used in constructing the development;
- vi. provide for wheel washing facilities;
- vii. specify the intended hours of construction operations;
- viii. measures to control the emission of dust and dirt during construction

Reason: To reduce the potential impact on the public highway during the site preparation and construction phase(s) of development.

9. Within 3 months after the cease of operations of power generation at the plant hereby permitted all structures shall be removed from the site and the land restored to its former agricultural condition or after 25 years from the date of this decision whichever is the sooner.

Reason: In the interests of amenity.

## Informative

### CIL

Outside CIL definition of Planning Permission: Whilst the development proposed generates a net gain in floor space, the development proposed does not constitute Community Infrastructure Levy (CIL) liable development as the proposed works fall outside the definition of planning permission for CIL purposes as defined by the Community Infrastructure Levy (England and Wales) CIL Regulations 2010 (as amended) Regulation 5 'Meaning of Planning permission'.

End of Report



Page 43

RTIS AVENUE

BAILEYS WAY

SWINDON ROAD

A 4361

the site

Client:  
**Ainscough Strategic Land**

Project:  
**Land at Berkeley Farm**

Drawing:  
**Site Location Plan**

Scale:  
**1:1250 (A2)**

Project Number:  
**AINA2002**

Drawing Number:  
**1002**

Date:  
**11.06.2014**

Status:  
**SUBMISSION**

Drawn / Checked  
**JVS / PL**

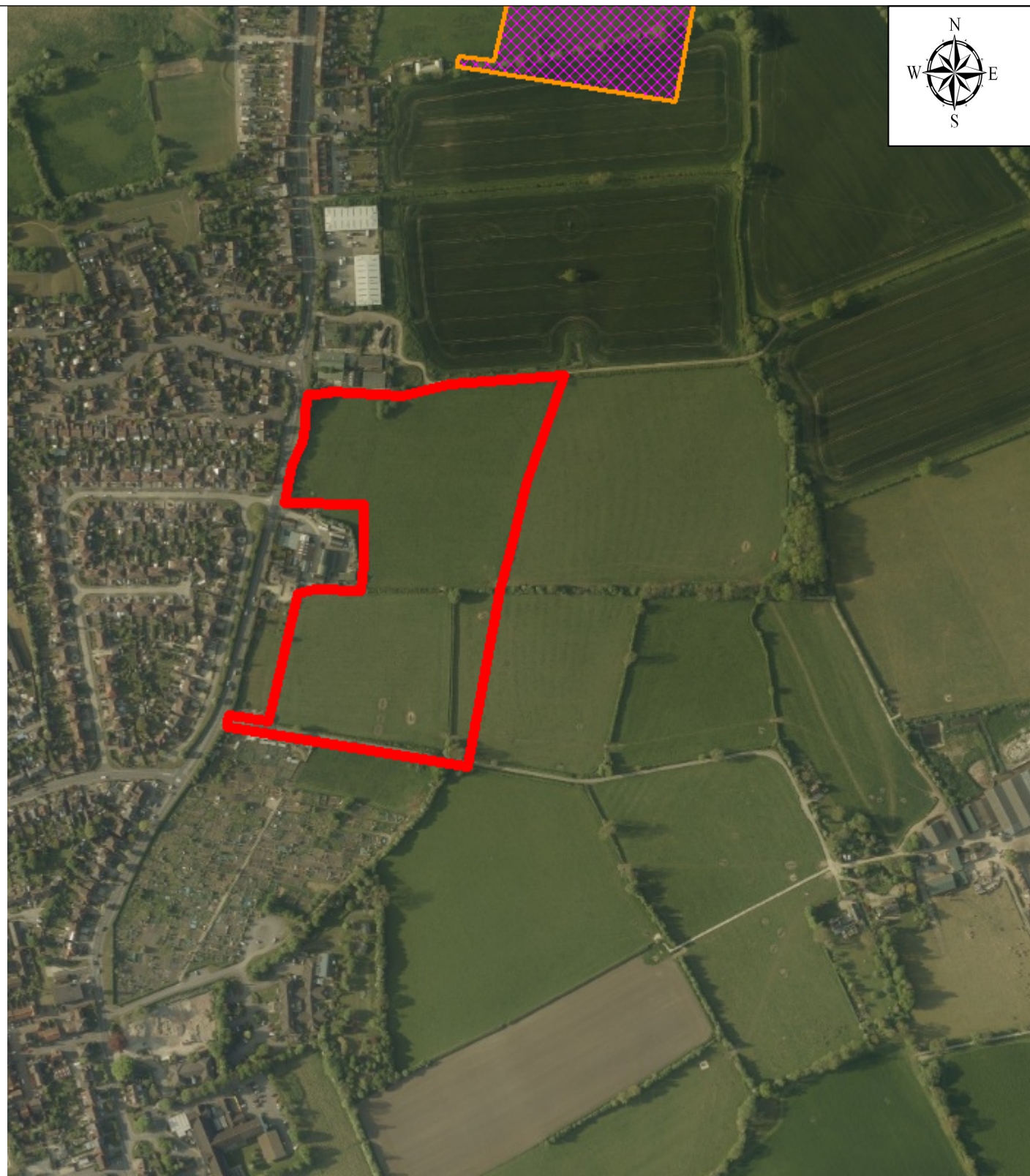
Revision:  
**A**



Application Number S/18/1403

Proposal Erection of up to 100no. dwellings and associated works without compliance with condition 11 of consent S/OUT/14/1005

Location: Land At Berkeley Farm Swindon Road Wroughton Swindon



This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

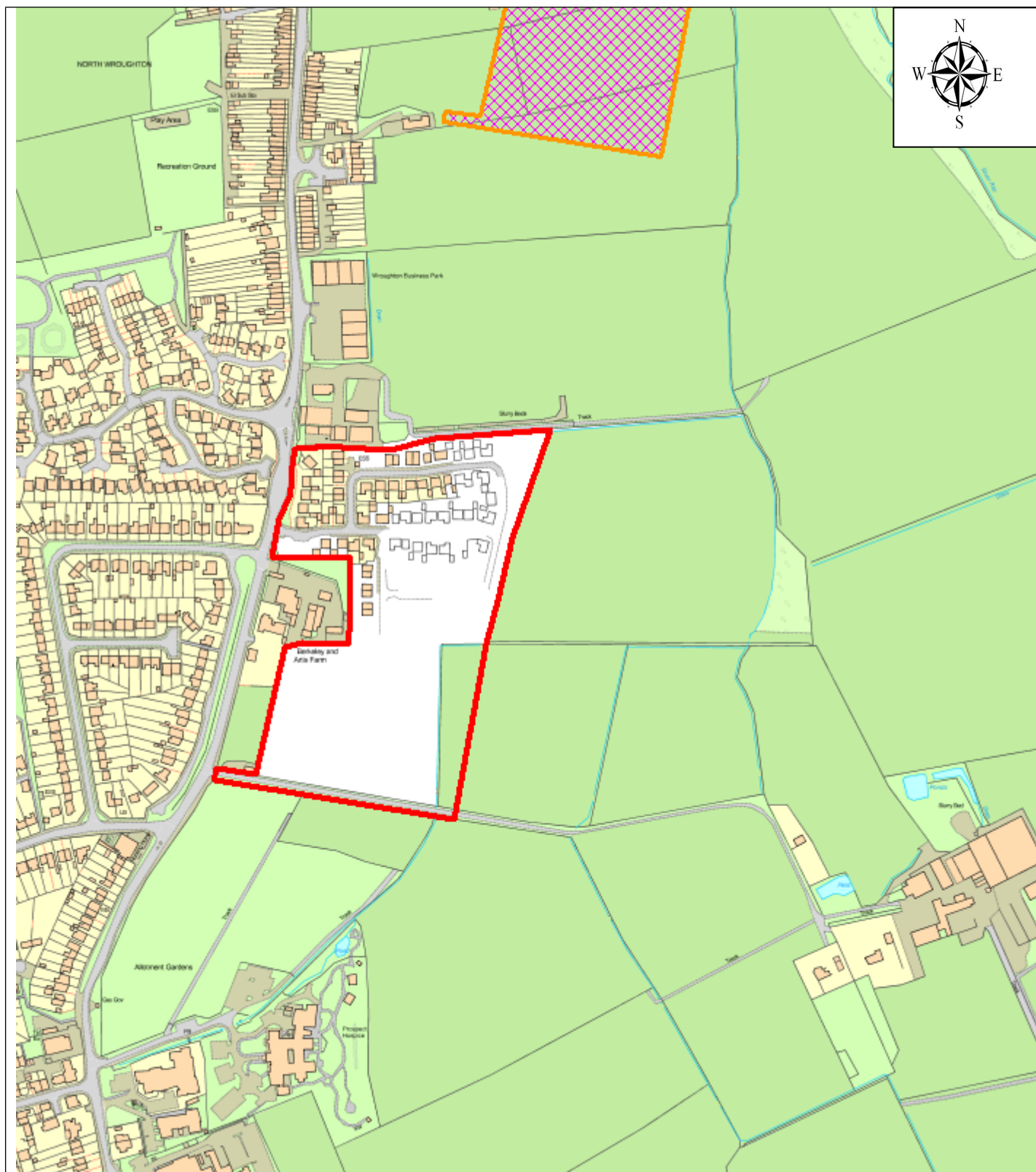
In all cases reference should be made to the submitted plans.

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Application Number S/18/1403

Proposal Erection of up to 100no. dwellings and associated works without compliance with condition 11 of consent S/OUT/14/1005

Location: Land At Berkeley Farm Swindon Road Wroughton Swindon



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In all cases reference should be made to the submitted plans.

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Masterplan Legend

- Development Boundary
- Access - all modes
- emergency only access
- Pedestrian / cycle /recreational routes
- Indicative pedestrian crossing position
- private drives
- key spaces
- local bus stop locations
- Hedges new / retained
- LEAP (play area)
- Public Open Space
- Existing trees / hedges (showing RPZ that affect development areas.)
- Proposed trees / hedges
- Depressed, landscaped areas designed to manage surface water runoff for the development through balancing exceedance flows.
- Focal buildings / indicative built frontage

Concept Masterplan AINA2002/3202

- Up to 100 Residential units;
- Main access to the site from Swindon Road; additional emergency only access from the south corner of the site along the existing lane.
- Soft edge to the eastern boundary with lower density development facing out onto the landscape space.
- Play area and open space incorporated into the landscape strip to the eastern boundary
- Buildings address the POS road with a shared space / private drive frontage to promote quiet streets.
- All green spaces have frontages overlooking them to provide natural surveillance.
- Series of key spaces to promote legibility and incorporating existing trees / hedgerows
- Houses back on to existing hedges and existing farm.
- Existing hedges and trees retained as far as possible.
- Indicative SUDS strategy to include ecological pond area.
- Childrens' play areas, kick about space and informal useable public open space.
- View corridors allowing views towards the Ridge and Burderop Wood.

Client:  
Ainscough Strategic Land

Project:  
Berkeley Farm, Wroughton

Drawing:  
Concept Masterplan

Scale:  
1:1250 (A2)

Project Number:  
AINA\_2002

Drawing Number:  
3202

Date:  
11.06.2014

Status:  
SUBMISSION

Drawn/Checked:  
JVS / PL

Revised:  
B





## COMMITTEE REPORT

**Item Number:**

**Application Number:** S/18/1403/TB

**Ward:** Wroughton And Wichelstowe

**Parish:**

Wroughton

**Proposal:** Erection of up to 100no. dwellings and associated works without compliance with condition 11 of consent S/OUT/14/1005.

**Site Location:** Land at Berkeley Farm, Swindon Road, Wroughton

**Case Officer:** Tom Buxton (01793 466240 tbuxton@swindon.gov.uk)

**Agent:**

Miss Laura Humphries  
Pegasus Group  
Pegasus House  
Querns Business Centre  
Whitworth Road  
Cirencester  
GL7 1RT

**Applicant**

Linden Homes (Thames Valley)  
C/o Agent

### Officers Report

**Background:**

1 This application has been called to Planning Committee at the request of Wroughton Parish Council.

**Summary of Recommendation:**

2 That the Head of Planning, Regulatory Services and Heritage be authorised to GRANT planning permission subject to the conditions set out in the report and the completion of a Section 106 agreement with authority to amend the terms / wording of the conditions / S106 agreement if appropriate to secure the necessary mitigation relevant to the development.

**The Proposal:**

3 This application seeks outline planning permission for the erection up to 100 dwellings with all matters reserved apart from the means of access without compliance with condition 11 of consent S/OUT/14/1005.

4 Outline planning permission was allowed at appeal in 2016 subject to conditions with condition 11 worded as follows:

*Prior to the commencement of works on site, details of all works to be carried out on the public highway within the vicinity of the site, including the setting back of the southbound bus stop and the provision of a pedestrian crossing shall be submitted to and approved in writing by the Local Planning Authority and shall be fully implemented prior to the occupation of the development.*

5 The developer was of the belief that they had satisfied the condition and commenced

works on site. When it was brought to their attention that the condition had not been complied with this application was submitted to resolve the matter. Whilst when originally submitted the application sought to remove the requirement for the pedestrian crossing, the proposal now before Members simply proposes to amend the wording of the condition to allow a different trigger point for the delivery of the crossing. Permission is therefore sought for condition 11 to be amended to be worded as follows:

*Prior to the construction of the 95th dwelling hereby permitted details of the provision of a pedestrian crossing within the vicinity of the site shall be submitted to and approved in writing by the Local Planning Authority and shall be fully implemented prior to the construction of the 95th dwelling .*

*Reason: In order to promote sustainable transport choices.*

6 All other elements of the development that were previously permitted remain the same.

The Site and Surroundings:

7 The site is a 5.90 hectare plot of land to the east of Swindon Road, Wroughton. The site was previously fields but is now a development site with the S/OUT/14/1005 outline planning permission having been commenced and the northern part of the site being partially complete with some dwellings now occupied.

8 Agricultural land is located to the east and north east. Allotment gardens are located immediately to the south and to the north are agricultural buildings. Beyond Swindon Road to the west are residential properties and abutting the site to this west also are several dwellings and some light industrial uses (including a dairy and car repairs business)

Representations:

9 Neighbours:

10 representations of objection received each raising one or more of the following concerns: typical approach by developers to remove commitments once planning permission is granted, pedestrian crossing is essential on ground of health and safety, Swindon Road is very busy, all shops and services are to the opposite side of Swindon Road, removal of the crossing will be dangerous, traffic and need to safeguard the countryside.

NB All of these representations were received as a result of the original proposals to remove the requirement for the crossing completely, not for the revised proposal to amend the trigger points for delivery of it.

10 Highways:

The pedestrian crossing is required in order to encourage pedestrian movements to and from the site and in the interests of promoting sustainable transport and reducing congestion. No objection to proposed amended trigger points for its delivery.

11 Parish Council:

Object to application on basis that developer and SBC recognised the need for a pedestrian crossing at the time the outline application was submitted and that the removal of the requirement for the crossing will be detrimental to pedestrian safety.

NB All of these representations were received as a result of the original proposals to remove the requirement for the crossing completely, not for the revised proposal to amend the trigger points for delivery of it.

#### Planning Considerations:

12 The only consideration is whether the proposed new trigger point for submission of the details of the pedestrian crossing (i.e. specification and location) and the timing of its delivery are acceptable with regard to the requirement to encourage walking to and from the site. The principle of residential development and all associated matters of design/layout, amenity, traffic etc. have already been established under the previous outline and reserved matters applications for the site and thus are not a consideration here. Of relevance to the determination of the application are Policies TR1 and TR2 of the adopted SBLP and the NPPF.

13 The details of the exact location and type of crossing have yet to be agreed but it seems likely that the only suitable place in the vicinity of the site will be just to the north of the junction of Swindon Road and Perrys Lane. As detailed above the wording of the proposed amended condition 11 will require the full specification and siting of the crossing to be agreed with the Local Planning Authority (in consultation with Highways), ensuring that the type of crossing is appropriate and safe. As a consequence the type and location of the crossing is not a consideration of this application.

14 Following negotiations with the developer it is deemed reasonable that the new trigger point be that details of the crossing be agreed and the crossing be installed prior to the construction of the 95th dwelling on site. The construction trigger point is considered to be better than the former 'prior to occupation' limit (as currently set down within condition 11) as it will prevent the developer from building all of the dwellings without carrying the necessary crossing works. The current wording of condition 11 allows for all the dwellings to be constructed but not occupied.

15 In summary the proposal is acceptable in that a pedestrian crossing will be delivered to serve the development ensuring that pedestrian travel is encouraged in terms of a safe opportunity for crossing the road and accessing schools, shops and services available in Wroughton. This complies with Policies TR1 and TR2 of the adopted SBLP which are supportive of the need to encourage walking as part of new developments.

16 As this permission will result in a fresh consent for residential development (100 dwellings) there is a need to vary the Section 106 agreement that formed part of the previous outline consent. A deed of variation legal agreement will thus need to be completed. At the time of writing this was still being finalised but will include the securing of 30% affordable housing (as previously) and contributions towards off site major open space and off-site outdoor sports. This will ensure compliance with Policies HA2 and EN3 of the adopted SBLP.

#### CIL

17 The Council is a Community Infrastructure Levy (CIL) Charging Authority. At the point of writing this report the adopted CIL Charging Schedule is that dated 6th April 2015. The proposed development for residential is located within CIL Residential Charging Zone 2 of this schedule. The development constitutes CIL Liable development chargeable at the relevant rate within the relevant Charging Schedule in place at the time of calculation, that

rate which is subject to indexation annually. The CIL chargeable amount is calculated at the point in time that planning permission first permits development for CIL purposes. To inform the applicant/landowners of the relevance of CIL to the proposal a CIL liable informative will be added to the Decision Notice.

Other:

18 With regard to the comments made within the representations section that have not already been covered the following is noted. The proposal will bring about no more traffic movements or result in any further loss of countryside over that already permitted.

Concluding Comments:

19 The proposal will deliver the pedestrian crossing within the vicinity of the site as was the original intention of the Local Planning Authority and the Planning Inspector, meaning that it can be more safely accessed by pedestrians in compliance with Policies TR1 and TR2 of the adopted Swindon Borough Local Plan and the NPPF.

Recommendation

20 That the Head of Planning, Regulatory Services and Heritage be authorised to GRANT planning permission subject to the conditions set out in the report and the completion of a Section 106 agreement with authority to amend the terms / wording of the conditions / S106 agreement if appropriate to secure the necessary mitigation relevant to the development.

## Conditions

1) The development shall be carried out in accordance with the reserved matters (appearance, landscaping, layout and scale) approved under consent S/RES/17/0635 or such other reserved matters submission that shall be submitted within 2 years of the date of this permission.

Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990.

2) The development shall be carried out in accordance with the approved Construction Method Statement (as approved under S/COND/17/1172). The approved Statement shall be adhered to throughout the construction period.

Reason: In the interests of Highway safety.

3) Construction works associated with the development hereby permitted shall only take place between 0800 hours to 1800 hours on Mondays to Fridays and 0800 hours to 1300 hours on Saturdays and at no time on Sundays or Bank Holidays.

Reason: In the interests of amenity.

4) The development hereby permitted shall be carried out in accordance with all plans as approved under consent S/OUT/14/1005 insofar as they relate to access: Drawing No 1002 rev A; Drawing No 3202 rev B; Drawing No 4201 rev A; Drawing No 5000.

Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.

5) The development shall be carried out in accord with the details of slab levels of the buildings as approved under S/COND/18/0003.

Reason: To ensure the appearance of the development is acceptable and in the interests of amenity.

6) The development shall take place in accord with the scheme and specification for the provision and location of fire hydrants as approved under S/COND/18/0562. No development shall take place other than in accordance with the approved scheme.

Reason: In the interests of fire fighting.

7) The development shall be carried out in accordance with the details of: the estate roads, footways, footpaths, verges, junctions, sewers, drains, retaining walls, service routes, surface water outfalls, vehicle overhang margins, embankments, visibility splays, accesses, carriageway gradients, driveway gradients, car parking and street furniture as approved as part of S/COND/18/0003.

Reason: In the interests of Highway safety.

8) The allocated private car parking spaces for each unit together with the visitor car parking space(s) on the highway in association with those units, as secured as part of Condition 8 above, shall be laid out and made available for use prior to the occupation of the each unit. These spaces shall thereafter be retained only for the parking of motor vehicles in connection with the development hereby permitted.

Reason: In the interests of Highway safety.

9) No dwelling hereby permitted shall be occupied unless or until it is served by a fully functioning highway, including access roads, footways and turning spaces, the hard surfaces of which have been constructed to at least base course level before each dwelling is occupied.

Reason: In the interests of Highway safety.

10) All private accesses within the development shall be by means of a dropped kerb crossing.

Reason: In the interests of Highway safety.

11) Prior to the construction of the 95th dwelling hereby permitted details of the provision of a pedestrian crossing within the vicinity of the site shall be submitted to and approved in writing by the Local Planning Authority and shall be fully implemented prior to the construction of the 95th dwelling .

Reason: In order to promote sustainable transport choices.

12) The development shall be carried out in accordance with the foul water drainage strategy (including timetable for implementation) as approved under S/COND/17/17/1172.

13) The development shall be carried out in accordance with the surface water drainage strategy (including timetable for implementation) as approved under S/COND/18/0003.

Reason: To ensure the development does not increase the risk of flooding.

14) Not less than 2% of the total residential development shall provide ramped access with flush thresholds into all doorways, doorway widths, space for internal circulation and for through-the-floor lift vertical circulation, and for use of a bathroom, toilet and kitchen at entry level designed to provide for wheelchair user occupiers in accordance with a plan or schedule, which shall have been submitted to and approved in writing by the Local Planning

Authority. These design features and provisions shall be retained for so long as the buildings hereby permitted remain in use as dwelling houses.

Reason: In the interests of accessibility.

15) The proposed residential units shall be designed to meet the minimum indoor ambient noise levels contained in British Standard 8233:2014 (or later versions) which currently require:

Resting 35 dB LAeq,16 hour (07:00 - 23:00)

Dining 40 dB LAeq,16 hour (07:00 - 23:00)

Sleeping 30 dB LAeq, 8 hour (23:00 - 07:00)

45dB LAFmax between the hours of 23:00 and 07:00

Reason: In the interests of amenity.

16) Where the BS 8233 guidance on sound insulation and noise reduction for buildings standards cannot be met with windows open, a scheme of noise insulation (to the standard laid down in the Noise Insulation Regulations 1975 or, any equivalent standard approved by the Local Planning Authority) shall be submitted to and approved in writing by the Local Planning Authority. The approved measures shall be implemented before occupation of any building so affected. This may include the use of acoustic double glazing with sound attenuated means of ventilation where considered necessary.

Reason: In the interests of amenity.

## Informatives

1. CIL Liable Development: This development constitutes Community Infrastructure Levy (CIL) liable development. CIL is a mandatory financial charge on development. For more information on CIL visit [www.swindon.gov.uk/cil](http://www.swindon.gov.uk/cil) or telephone the SBC CIL Team on 01793 466289 or 466397 or email [cil@swindon.gov.uk](mailto:cil@swindon.gov.uk). To avoid additional financial penalties the requirements of the impact of CIL must be managed before development is commenced and subsequently payment made in accordance with the requirements of the CIL Demand Notice issued. Information on possible exemptions that may be capable of being applied for can be found at:

[https://www.planningportal.co.uk/info/200126/applications/70/community\\_infrastructure\\_levy](https://www.planningportal.co.uk/info/200126/applications/70/community_infrastructure_levy) and <https://www.gov.uk/guidance/community-infrastructure-levy>. CIL remains relevant in the event that planning permission is allowed by Planning Appeal.

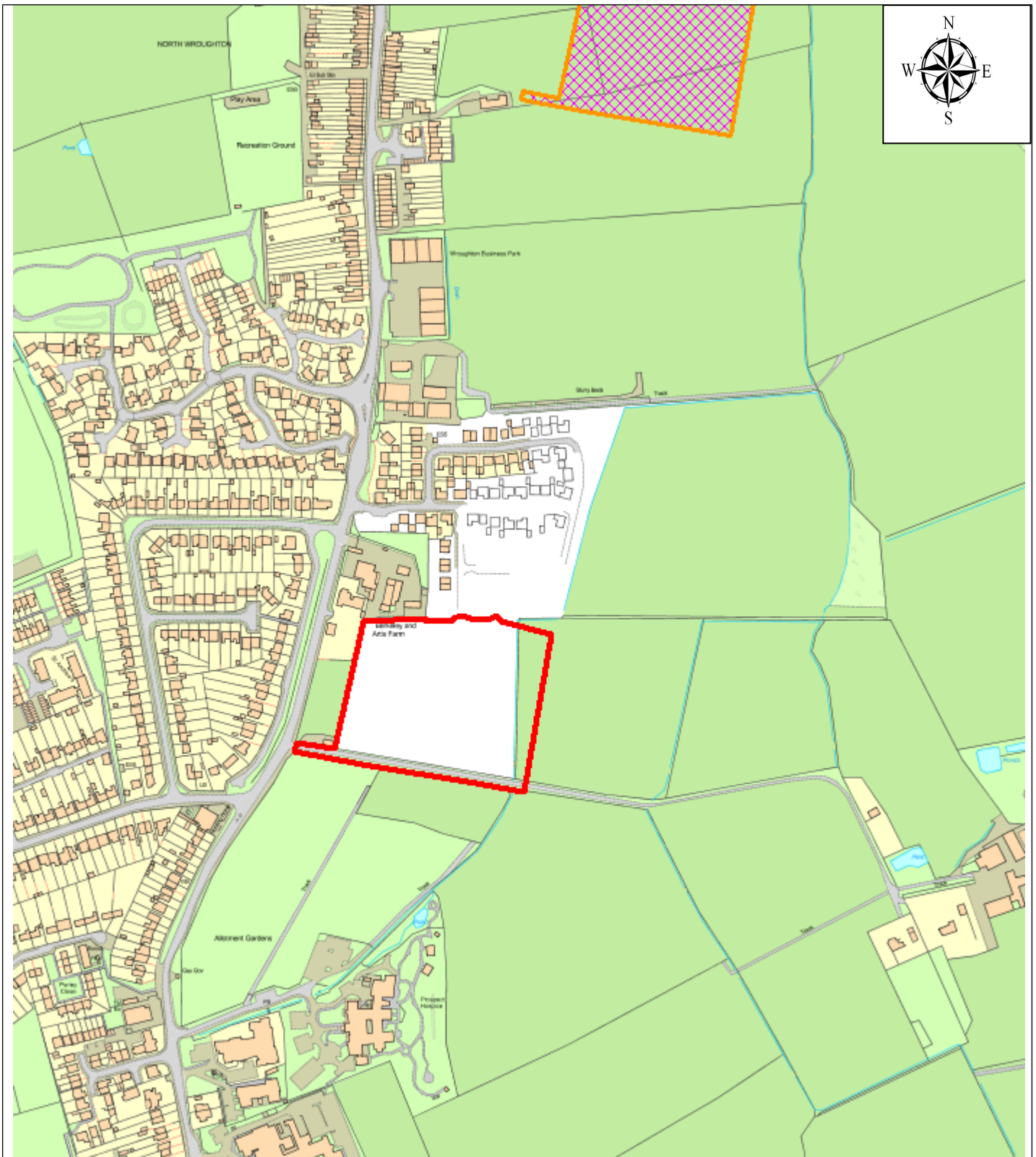
End of Report



Application Number S/18/1774

Proposal Erection of 44 dwellings and associated works.

Location: Berkeley Farm Swindon Road Wroughton Swindon



This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

In all cases reference should be made to the submitted plans.

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Application Number S/18/1774  
Proposal Erection of 44 dwellings and associated works.  
Location: Berkeley Farm Swindon Road Wroughton Swindon



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# SWINDON ROAD, WROUGHTON

The contractor is to check and verify all building and site dimensions shown on this plan and report any discrepancies to the client before work starts. The contractor is to comply with all aspects of current Building Regulations - Part B (Fire Safety), Part C (Sound Insulation), Part E (Resistance to the Passage of Sound), Part F (Ventilation), Part G (Sanitation, Water Supply and Drainage), Part H (Safety of Glass in Buildings), Part J (Combustion Appliances, Fuel-burning Equipment and Solid Fuel Burns), Part L (Energy Conservation), Part M (Access to Buildings for the Disabled), Part N (Pollution Control), Part P (Electrical Safety), Part Q (Security), Part R (Fire Protection), Part S (Structural Requirements), Part T (Other Building Regulations), Part U (Conservation of Fuel and Energy), Part V (Protection of the Environment), Part W (Water Efficiency), Part X (Electromagnetic Interference), Part Y (Acoustic Insulation), Part Z (Other Building Regulations).		Sheet Size
A0		Int
Rev	Date	TE
A	12.12.18	
B	26.02.19	
C	20.03.19	
D	30.04.19	

KEY - LAYOUT	
NOTE - Drawing to be read in conjunction with the following detailed drawings - Landscaping Layout (246-54.5 (Streetscenes))	
-----	Application site boundary
-----	Land under applicants ownership
-----	1.0m high close boarded fence
-----	1.0m high timber gates fitted with pad bolts or similar
-----	1.0m high timber post and panel fence
-----	0.9m high screen wall (material to match associated dwelling)
-----	1.0m high screen wall (material to match associated dwelling)
-----	0.6m high timber knee rail
-----	1.0m high post & wire fence
-----	1200 / 900mm square p.c. paving slabs for private paths
4	Plot number
(O4)	Indicates Affordable Units
(W)	Indicates wheelchair accessible units
(H)	Indicates Lifetime Home units
*	Indicates Garage personnel door
▽	Indicates front & rear door positions
●	Indicates bollards
■	Indicates refuse collection point with concrete slabs below and 0.6m high timber knee rail to perimeter
■	Indicates contrasting coloured tarmac

LANDSCAPING KEY	
(Refer to detailed Landscaping Layouts for further information)	
●	Proposed Trees (Refer to Landscaping Layout for details)
○	Existing Trees (Refer to Landscaping Layout for details)
○	Trees to be removed (Refer to Landscaping Layout for details)
■	Proposed shrub beds / hedges (Refer to Landscaping Layout for details)
■	Proposed turf & wildflower seed mix planting (Refer to Landscaping Layout for details)
●	Climbing shrub
●	Specimen shrub (in shrub border or gravel area)
---	Hedgerow to be removed
■	Marginal Planting

SWINDON ROAD, WROUGHTON SCHEDULE OF ACCOMMODATION (PLOTS 1-72)						
(Private)						
Code	Name	Type	Beds	Sq. Ft.	No.	Total Sq. Ft.
EL	Elliot	L920/03	3	920	7	6,440
LE	Leverton	L1230/04	4	1,230	5	6,150
GR	Granger	L1344/04	4	1,344	6	8,064
PE	Pembroke	L1372/04	4	1,372	15	20,580
KE	Kempthorne	L1540/04	4	1,540	12	18,480
CO	Cottingham	L1598/04	4	1,598	2	3,196
RA	Railton	L1779/05	5	1,779	4	7,116
HOUSING TOTALS						70,026
(Affordable)						
Code	Name	Type	Beds	Sq. Ft.	No.	Total Sq. Ft.
A	Flat G/F	I	532	2	1,064	
A-I	Flat F/F	I	618	2	1,236	
B	House	2	869	8	6,952	
B-LTH	LTH House	2	869	1	869	
C	House	3	1,026	3	3,078	
C-LTH	LTH House	3	1,077	2	2,154	
D	WALTH House	3	1,379	2	2,758	
E	House	4	1,295	1	1,295	
HOUSING TOTALS						19,406
SITE TOTALS						89,432
SCHEDULE OF ACCOMMODATION REPLAN (PLOTS 73-116)						
(Private)						
Code	Name	Type	Beds	Sq. Ft.	No.	Total Sq. Ft.
EL	Elliot	L920/03	3	920	1	920
LE	Leverton	L1230/04	4	1,230	6	7,380
GR	Granger	L1344/04	4	1,344	4	5,376
KE	Kempthorne	L1540/04	4	1,540	11	16,940
CO	Cottingham	L1598/04	4	1,598	1	1,598
RA	Railton	L1779/05	5	1,779	3	5,337
CH	Chedworth	L2250/05	5	2,250	1	2,250
BR	Brettingham	L2328/05	5	2,328	3	6,984
HOUSING TOTALS						46,785
(Affordable)						
Code	Name	Type	Beds	Sq. Ft.	No.	Total Sq. Ft.
A	Flat G/F	I	532	1	532	
A-I	Flat F/F	I	618	1	618	
B	House	2	869	8	6,952	
B-LTH	LTH House	2	869	1	869	
C	House	3	1,026	3	3,078	
HOUSING TOTALS						12,049
SITE TOTALS						58,834
OVERALL SITE TOTALS						146,266
NET SITE AREA	9.83	ACRES				
COVERAGE	15,083	SQ.FT. PER ACRE				
DENSITY	11.80	UNITS PER ACRE				



PROJECT: SWINDON ROAD, WROUGHTON			
DRG TITLE: PLANNING LAYOUT REPLAN (116 PLOTS)			
JOB NO: 1246	DRG NO: 100-1	REV: D	DRN BY: TE
SCALE: 1:500	DATE: 07/18	CKD BY: NN	

•The NOBLE Consultancy•  
•Architectural • Planning • Urban Design • Landscaping •  
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E: design@noble-consultancy.co.uk  
W: www.noble-consultancy.co.uk

# PLANNING LAYOUT



# SWINDON ROAD, WROUGHTON

The contractor is to check and verify all building and site dimensions, levels and sewer invert levels at connection points before work starts. The contractor is to comply in all respects with current building legislation - British Standards Specifications, Building Regulations, whether or not specifically stated on this drawing.

Sheet Size  
**A1**

0 10m 20m 30m 40m 50m 60m 70m 80m 90m 100m

Rev	Date	Int
A	03-01-2019	KF
Street scenes updated with changes made to the Planning Layout and Street scene D added.		



Plot 86 HT B   Plot 85 HT B   Plot 83/84 HT A / A1   Plot 87 KEMPTHORNE   Plot 93 RAILTON   Plot 92 KEMPTHORNE   Plot 95 KEMPTHORNE   Plot 94 BRETtingham

Street Scene A - View to the North from the South



Plot 101 BRETtingham   Plot 100 CHEDWORTH   Plot 99 KEMPTHORNE   Plot 102 KEMPTHORNE   Plot 103 COTTINGHAM   Plot 116 KEMPTHORNE

Street Scene B - View to the West from the East



Plot 116 KEMPTHORN   Plot 115 BRETtingham   Plot 114 RAILTON   Plot 113 RAILTON   Plot 112 GRAINGER   Plot 111 GRAINGER   Plot 110 KEMPTHORN

Street Scene C - View to the South from the North



Plot 98 GRAINGER   Plot 97 KEMPTHORNE   Plot 91 LEVERTON   Plot 90 LEVERTON   Plot 89 KEMPTHORNE

Street Scene D - View to the South from the North



PROJECT: SWINDON ROAD, WROUGHTON		
DRG TITLE: STREET SCENES REPLAN (116 PLOTS)		
JOB NO: 1246	DRG NO: 54-3	REV: A
SCALE: 1:200		DRN BY: HS
DATE: 08/18		CKD BY: NN

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## STREET SCENES - REPLAN





## COMMITTEE REPORT

**Item Number:**

**Application Number:** S/18/1774/TB

**Ward:** Wroughton And Wichelstowe

**Parish:**

Wroughton

**Proposal:** Erection of 44 dwellings and associated works.

**Site Location:** Berkeley Farm, Swindon Road, Wroughton

**Case Officer:** Tom Buxton (01793 466240 tbuxton@swindon.go.uk)

**Agent:**

**Applicant**

Mr Tom Smailes

Linden Homes Thames Valley

18D Croft Drive

Milton Park

Abingdon

OX14 4RP

### Officers Report

Background:

1 This application is called to Planning Committee at the request of Wroughton Parish Council.

Summary of Recommendation:

2 That the Head of Planning, Regulatory Services and Heritage be authorised to GRANT planning permission subject to the conditions set out in the report and the completion of a Section 106 agreement with authority to amend the terms / wording of the conditions / S106 agreement if appropriate to secure the necessary mitigation relevant to the development.

The Proposal:

3 This application seeks full planning permission for the erection of 44 dwellings and associated works.

4 The dwellings would be a mixture of two-storey detached, semi-detached as well as some short terraces and several flats. The scheme also includes areas of soft landscaping, open space and access roads.

5 The scheme represents the second phase of a wider residential development with the land abutting the site to the north already being developed and part occupied under previous outline (S/OUT/14/1005) and reserved matters approvals (S/RES/17/0635). These previous consents allowed for 28 dwellings on this part of the (wider) site. This current application therefore seeks to increase this by an additional 16 dwellings on this southern part of the wider site bringing the total for the whole 'Berkeley Farm development site' to 116. It also proposes a reconfiguration of the layout of this area in order to accommodate the additional units.

### The Site and Surroundings:

6 The site is an irregular shaped plot of land 2.52 hectares in size. It was until recently a field but now forms part of a wider construction site. It is currently in part use for the storage of spoil and building materials for the wider site to the north which is currently being built out with the most northerly part of it already being part occupied.

7 Agricultural land is located to the east and allotment gardens are located immediately to the south. Beyond Swindon Road to the west are residential properties and abutting the site to the west also are several dwellings and to the north-west some light industrial uses (including a dairy and car repairs business).

### Representations:

#### 8 Neighbours:

4 representations of objection received, each containing one or more of the following concerns: traffic, access, highway safety, extra burden on infrastructure (health centre, doctors surgery, schools), impact upon environment and wildlife, impact upon countryside, further development on green belt and agricultural land, contrary to localism act, local plan and neighbourhood plan and Wichelstowe should be built out instead.

#### 9 Parish Council:

Objection to application on basis that appeal was for 100 houses not 116. Also support representations made by residents and can't support any further development until the matter of the pedestrian crossing is resolved. The amendment is contrary to the Planning Inspector's decision.

### Highways:

10 No objections subject to suggested conditions.

### Urban Design:

11 Concern raised about loss of continuous footpath to the south plus various comments raised regarding potential design/layout improvements relating to individual plots and garden sizes.

NB The plans have since been revised taking into account the issues raised with the footpath plus a number of the individual plot layouts.

### Local Lead Flood Authority:

12 No objections subject to suggested condition.

### Planning Considerations:

13 The relevant considerations are the design/layout and impact upon character of area, residential amenity and highway safety. Of relevance to the determination of the application are Policies DE1, SD2, TR2, HA1, HA2, EN3 and EN5 of the adopted Swindon Borough Local Plan (SBLP), the Swindon Residential Design Guide (SRDG) and the NPPF.

14 Whilst the site is located outside of Wroughton's settlement boundary the principle of residential development has already been established as part of the previous appeal decision for the site. This is reinforced by the current lack of a 5 year housing land supply within the Borough, which is a material consideration. The principle of residential usage is



thus not now a consideration.

15 Although the description of development gives the impression that the applicant is simply attempting to fit 16 additional dwellings onto the site in and around the ones already approved, in actual fact this application proposes a re-design of this whole phase of the development. The proposal reduces the previously approved more generous plot sizes of a number of the detached houses resulting in a slightly more dense development. Having noted this though it is stressed that the density now proposed is actually still lower than that approved and part built to the northern (phase 1) part of the site (17.4 dwellings per hectare compared to 21.3 dwellings per hectare). With regard to layout, this is also not significantly different from that approved under the previous reserved matters application with 4 main development blocks with open space/a swale to the east and a footpath and a further strip of open space/soft landscaping to the south. The design of the proposed dwellings is also similar to that previously approved and that already built to the north. In summary the design and layout of the development is acceptable and in compliance with Policy DE1 of the SBLP and the SRDG.

16 The addition of 16 further dwellings on such a large plot of land plus the points raised above in terms of a similar layout and the retention of the open space areas means that the changes would create no additional impact upon the surrounding area. This view is taken with consideration of the landscape character designation. As the site is no larger than the outline approval there will be no further encroachment into the countryside or loss of agricultural land. The proposal is compliant with Policies DE1 and EN5 in these respects.

17 With regard to residential amenity impact it is evident that the proposed additional houses and associated layout change will cause no additional impact upon the residential properties that adjoin the site to the west. None of the new properties will be any closer to these existing dwellings and the proposed dwellings size and designs are largely the same as previously approved. The development will also provide appropriate amenity levels for future occupiers in terms of access to light, adequate privacy levels and adequate outdoor amenity space. In summary the proposals will not result in any unacceptable residential amenity impact in compliance with Policy DE1 of the SBLP and the SRDG.

18 The proposed development would be accessed from Swindon Road to the north. This access has already been approved and constructed. It has appropriate visibility splays for access onto such a road and is capable of being able to support an additional 16 houses without creating any detrimental impact upon the highway network. Each dwelling would benefit from at least the minimum number of car parking spaces to meet the Council's adopted parking standards with some benefitting from both driveway and garage parking. Appropriate visitor parking is also proposed (in combination with that approved to the northern part of the site).

#### Affordable Housing:

19 In accordance with policy HA2 of the SBLP affordable housing will be sought on all suitable sites proposed for development that comprise 15 or more dwellings or sites of 0.5 hectares or more. This application proposes that 30% of the housing will be affordable. This will be secured by means of a Section 106 agreement.

#### Open Space:

20 Policy EN3 of the SBLP requires the provision of or contributions towards public open space. In this case children's play space and local open space is to be provided on site and on the wider site immediately to the north. Provision towards off-site major open space and off-site outdoor sports is however deemed necessary in relation to the additional dwellings proposed. This would need to be secured by means of a Section 106 agreement. The exact totals and areas in which this could be spent were still being negotiated at the time of writing.

#### CIL:

21 The Council is a Community Infrastructure Levy (CIL) Charging Authority. At the point of writing this report the adopted CIL Charging Schedule is that dated 6th April 2015. The proposed development for residential is located within CIL Residential Charging Zone 2 of this schedule. The development constitutes CIL Liab development chargeable at the relevant rate within the relevant Charging Schedule in place at the time of calculation, that rate which is subject to indexation annually. The CIL chargeable amount is calculated at the point in time that planning permission first permits development for CIL purposes. To inform the applicant/landowners of the relevance of CIL to the proposal a CIL liable informative will be added to the Decision Notice.

#### Pedestrian Crossing:

22 As with the original outline approval it is felt necessary that a pedestrian crossing be provided across Swindon Road in the vicinity of the site in order to promote walking to and from the site. Similar to the other Berkeley Farm application that is also before Members on the Committee agenda, to ensure consistency a condition will be imposed requiring the delivery of a crossing before the construction/occupation of all the units.

#### Other:

23 The site has been the subject of a number of previous ecological surveys that have not discovered the existence of protected species. Since then and the reserved matters approval the site has largely been a working construction site. As a result no ecological/biodiversity concerns are raised. Biodiversity gains have already been approved as part of the previous reserved matters application and are followed through as part of this application as part of the soft landscaping/planting details.

24 With regard to the comments made within the representations section that have not already been covered above the following is noted. There is no reason to suggest an additional 16 dwellings will result in an unacceptable burden upon Wroughton's infrastructure (health centre etc). Whether there is more appropriate sites to provide housing or not is not a reason that can be used to resist this application. The site is not 'green belt' and is no longer agricultural land.

#### Concluding Comments:

25 The proposed development is acceptable in terms of design/layout, impact upon the surrounding area, residential amenity and highway safety. It is compliant with Policies DE1, SD2, TR2, HA1, HA2, EN3 and EN5 of the adopted Swindon Borough Local Plan, the Swindon Residential Design Guide and the NPPF

#### Recommendation

26 That the Head of Planning, Regulatory Services and Heritage be authorised to GRANT planning permission subject to the conditions set out in the report and the completion of a Section 106 agreement with authority to amend the terms / wording of the

conditions / S106 agreement if appropriate to secure the necessary mitigation relevant to the development.

## Conditions

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990.

2. This approval shall be in respect of drawing numbers: 19962\_OGL 0, 5567/503 received by the Local Planning Authority on 24th October 2019, the Swindon Road Wroughton (Replan) - House Type Pack received on 8th November 2018, drawing numbers 100-1 D and 102-1 A received on 30th April 2019 and drawing numbers: 100 L, 504 I and 503 J received on 23rd May 2019.

Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.

3. Prior to the erection of the dwellings hereby permitted above ground level details of all external facing materials shall have first been submitted to and approved in writing by the Local Planning Authority. The development hereby permitted shall be carried out in accordance with these approved details.

Reason: To ensure that the appearance of the development is satisfactory.

4. No development comprising the erection of the dwellings above ground level shall take place until full details of the slab levels of the buildings hereby permitted in relation to the surrounding land 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 the appearance of the development is acceptable.

5. Construction works associated with the development hereby permitted shall only take place between 0800 hours to 1800 hours on Mondays to Fridays and 0900 hours to 1300 hours on Saturdays and at no time on Sundays or Bank Holidays.

Reason: In the interests of residential amenity.

6. Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 or any Order revoking and re-enacting that Order, no additional windows shall be formed at or above first floor level in the: side elevation of plot 86, southern side elevation of plot 96, northern elevation of plot 103 or the eastern elevation of plot 94.

Reason: In the interests of residential amenity

7. For the avoidance of doubt the first floor windows to the side elevation(s) of plots 94 and 103 (shown on the floor plans as belonging to bathrooms) shall be obscurely glazed.

Reason: In the interests of residential amenity.

8. No dwelling on the development hereby approved shall be occupied until the carriageway(s) (including surface water drainage/disposal, vehicular turning head(s) and

street lighting) providing access from the nearest public highway to that dwelling have been completed to at least binder course level and the footway(s) to surface course level.

Reason: To ensure a satisfactory means of access for occupants of the development.

9. The allocated private car parking spaces for each unit together with the visitor car parking space(s) on the highway in association with those units, shall be laid out and made available for use prior to the occupation of the each unit. These spaces shall thereafter be maintained only for the parking of motor vehicles in connection with the development hereby permitted.

Reason: To reduce potential highway impact by ensuring that adequate parking and manoeuvring facilities are available within the site

10. All private accesses within the development shall be by means of a dropped kerb crossing.

Reason: To reduce potential highway impact by ensuring that adequate parking and manoeuvring facilities are available within the site.

11. No development shall take place or any works of site preparation 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 construction period. The Statement shall provide for:

- i) A temporary access to the site;
- ii) The parking of vehicles of site operatives, construction traffic and visitors;
- iii) Loading and unloading of plant and materials;
- iv) storage of plant and materials used in constructing the development; and
- v) Wheel washing facilities.

Reason: To reduce the potential impact on the public highway during the site preparation and construction phase(s) of development.

12. Development shall not begin until a surface water drainage scheme for the site, in accordance with the approved drainage strategy 'Flood Risk Assessment Technical Note (5567/02) - Proposed Residential Development at Berkeley Farm, Wroughton - Issue 1 October 2018', has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed. The scheme shall include, but not be limited to:

- o Evidence that the proposed flows from the site will discharge at or below greenfield runoff rates, or as close as practical for any areas that have been previously developed;
- o Details of how the drainage scheme has incorporated SuDS techniques to manage water quantity and maintain water quality in accordance with best practice guidance including the latest SuDS Manual C753;
- o Detailed drainage plan showing the location of the proposed SuDS and drainage network with exceedance flow routes clearly identified;
- o Details to demonstrate the SuDS Scheme has been designed in accordance with best practice guidance including the latest SuDS Manual C753;
- o General arrangement, which should be coordinated with the landscape proposals and the masterplan;
- o Manhole Schedules;
- o Detailed drainage calculations for all rainfall events up to and including the 1 in 100 year plus climate change to demonstrate that all SuDS features and the drainage network can

cater for the critical storm event for its lifetime;

- o Details of how the scheme shall be maintained and managed after completion;
- o Any drainage systems offered for adoption will be designed to Sewers for Adoption 7th edition and/or SBC standards as part of the detailed design and relevant technical approval processes.

13. Prior to the construction of the 24th dwelling hereby permitted details of the provision of a pedestrian crossing within the vicinity of the site shall be submitted to and approved in writing by the Local Planning Authority and shall be fully implemented prior to the construction of the 24th dwelling .

Reason: In order to promote sustainable transport choices and in the interests of Highway safety.

14. The proposed residential units shall be designed to meet the minimum indoor ambient noise levels contained in British Standard 8233:2014 (or later versions) which currently require:

Resting 35 dB LAeq,16 hour (07:00 - 23:00)

Dining 40 dB LAeq,16 hour (07:00 - 23:00)

Sleeping 30 dB LAeq, 8 hour (23:00 - 07:00)

45dB LAFmax between the hours of 23:00 and 07:00

Reason: In the interests of amenity.

15. Where the BS 8233 guidance on sound insulation and noise reduction for buildings standards cannot be met with windows open, a scheme of noise insulation (to the standard laid down in the Noise Insulation Regulations 1975 or, any equivalent standard approved by the Local Planning Authority) shall be submitted to and approved in writing by the Local Planning Authority. The approved measures shall be implemented before occupation of any building so affected. This may include the use of acoustic double glazing with sound attenuated means of ventilation where considered necessary.

Reason: In the interests of amenity.

16. Soft landscaping shall be carried out in accordance with the approved plans and in accord with the approved planting time table.

Any tree or shrub planted in accordance with the scheme which is removed, dies or becomes diseased within a period of five years from first being planted, shall be replaced by one of a similar size and the same species.

Reason: To ensure the appearance of the development is satisfactory.

## Informatives

1. CIL Liable Development: This development constitutes Community Infrastructure Levy (CIL) liable development. CIL is a mandatory financial charge on development. For more information on CIL visit [www.swindon.gov.uk/cil](http://www.swindon.gov.uk/cil) or telephone the SBC CIL Team on 01793 466289 or 466397 or email [cil@swindon.gov.uk](mailto:cil@swindon.gov.uk) . To avoid additional financial penalties the requirements of the impact of CIL must be managed before development is commenced and subsequently payment made in accordance with the requirements of the CIL Demand Notice issued. Information on possible exemptions that may be capable of being applied for can be found at:

[https://www.planningportal.co.uk/info/200126/applications/70/community\\_infrastructure\\_le](https://www.planningportal.co.uk/info/200126/applications/70/community_infrastructure_le)

vy and <https://www.gov.uk/guidance/community-infrastructure-levy>. CIL remains relevant in the event that planning permission is allowed by Planning Appeal.

2. In the interests of safety, the applicant is recommended to incorporate fire prevention measures within the development, such as sprinkler systems. Further advice can be obtained from Wiltshire Fire Brigade by visiting [www.wfb.org.uk](http://www.wfb.org.uk)

3. In addition to this consent, please contact [gazetteers@swindon.gov.uk](mailto:gazetteers@swindon.gov.uk) or ring 01793 466271 for information and advice regarding the registration of new or revised property addresses. The naming of streets and addressing of properties within the Borough, is controlled by Swindon Borough Council under the Town Improvement Clauses Act 1847. The Act is used to make sure that any new street names, building names and numbers are allocated logically and that a unique and unambiguous address is provided for every property within the borough.

4. The proposed development will require works to be carried out on the public highway and the Applicant/Developer is required to enter into a legally binding Highway Works Agreement (including an appropriate bond) with the Local Highway Authority before commencing works on the development.  
[TransportDevelopment@Swindon.gov.uk](mailto:TransportDevelopment@Swindon.gov.uk)

5. The Local Highway Authority will require the developer/landowner to provide a surety under the Advance Payment Code (APC) provisions within the Highways Act 1980 (Sections 219 to 225), to ensure the proper implementation of new private highway which may be offered for adoption to the LHA at a later date, either by way of a Section 38 Agreement, or at the request of the frontagers. Further information in this respect may be obtained by contacting Swindon Borough Council's Transport Development Management team. [TransportDevelopment@Swindon.gov.uk](mailto:TransportDevelopment@Swindon.gov.uk)

6. The weather will have an impact on construction sites which in turn will require roads to be swept in addition to using wheel wash facilities. Swindon Borough Council are on winter service alert for gritting roads around the Borough from mid-October to mid-April each year, the treated roads are shown on the attached plan. The de-icing material used for road treatment by this council is Thorox, this material is rock salt treated with an agricultural by-product similar to molasses and has the advantage of being active on the carriageway for up to three days providing there is no substantial precipitation or sweeping. It is imperative that any salt removed from the treated network by sweepers clearing mud and debris is replaced straight away at a spread rate of 15g/m<sup>2</sup>. Where a sweeper is used on the roads around your site, you have a responsibility to retreat roads after washing or sweeping to ensure safety of road users is maintained during the winter period. In order to assist with this retreatment, Swindon Borough's Highway Operations Team can provide a filled grit bin at a cost available on request for use by developers, it should be noted that once delivered the bin and its contents will be in the property of the developer. In the first instance, please contact, Duty Winter Service Engineer, 01793 466354 to discuss and confirm site specific requirements.

[https://www.swindon.gov.uk/info/20040/road\\_safety\\_maintenance\\_and\\_repairs/737/find\\_out\\_about\\_road\\_gritting](https://www.swindon.gov.uk/info/20040/road_safety_maintenance_and_repairs/737/find_out_about_road_gritting)

## 7. Booking Road Space

Road Space can be booked by contacting [Streetworks@swindon.gov.uk](mailto:Streetworks@swindon.gov.uk) giving 12 weeks'



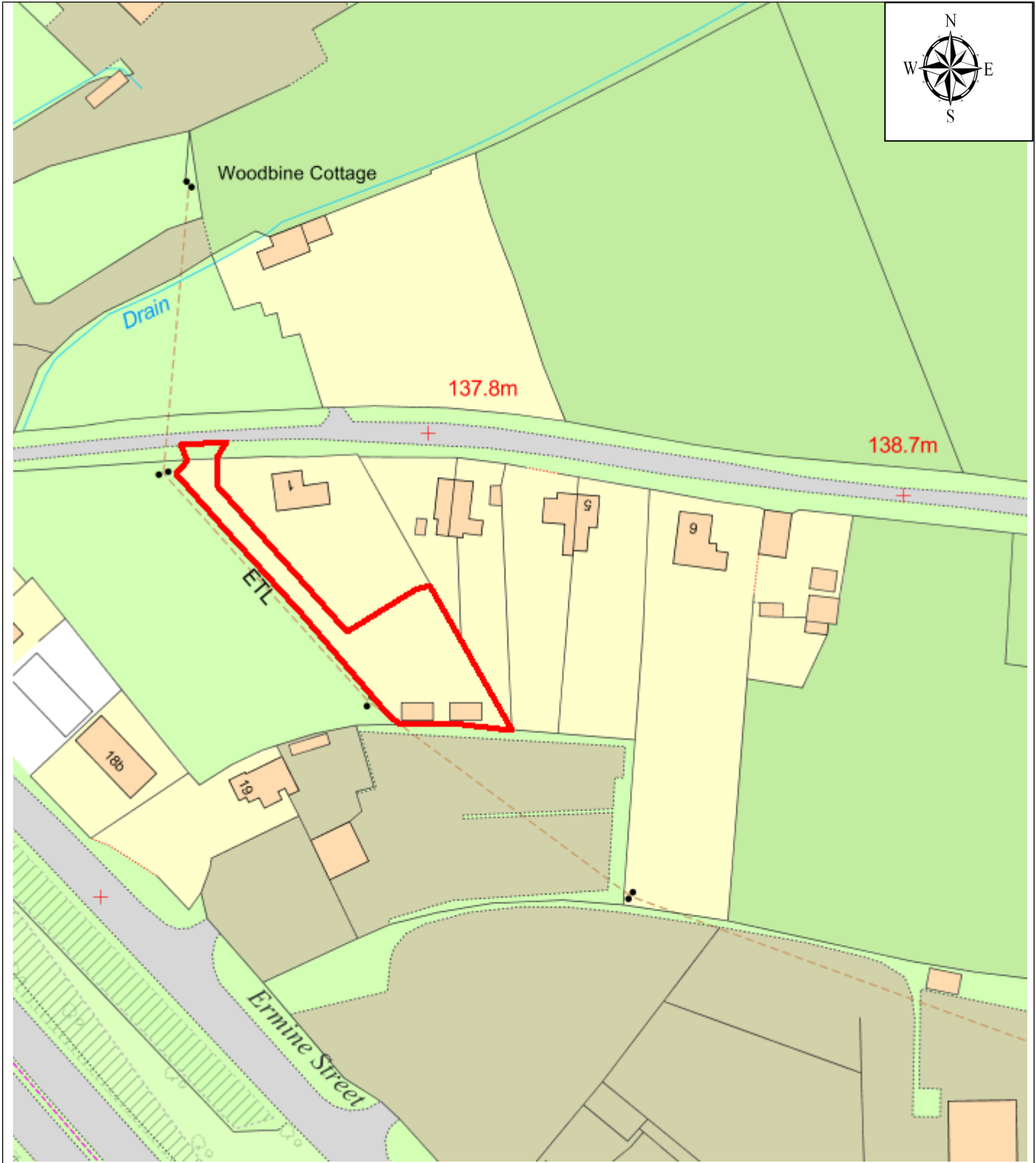
notice.

End of Report

Application Number    S/OUT/19/0218

Proposal                Outline application for the erection of 1no. dwelling (access and layout not reserved)

Location:               Ringstones 1 Kingsdown Lane Blunsdon Swindon SN25 5DL



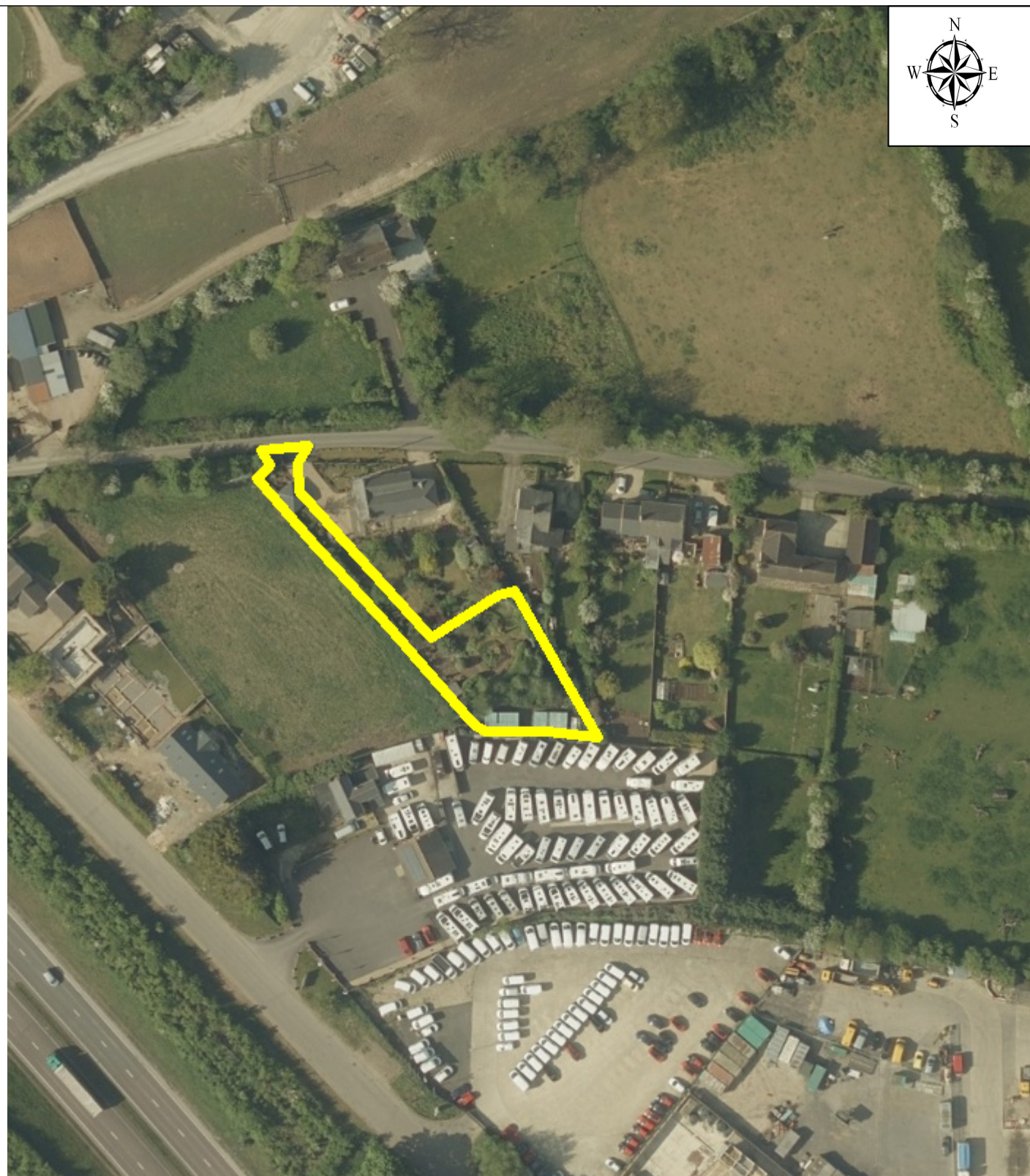
This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.  
In all cases reference should be made to the submitted plans.  
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Application Number S/OUT/19/0218

Proposal Outline application for the erection of 1no. dwelling (access and layout not reserved)

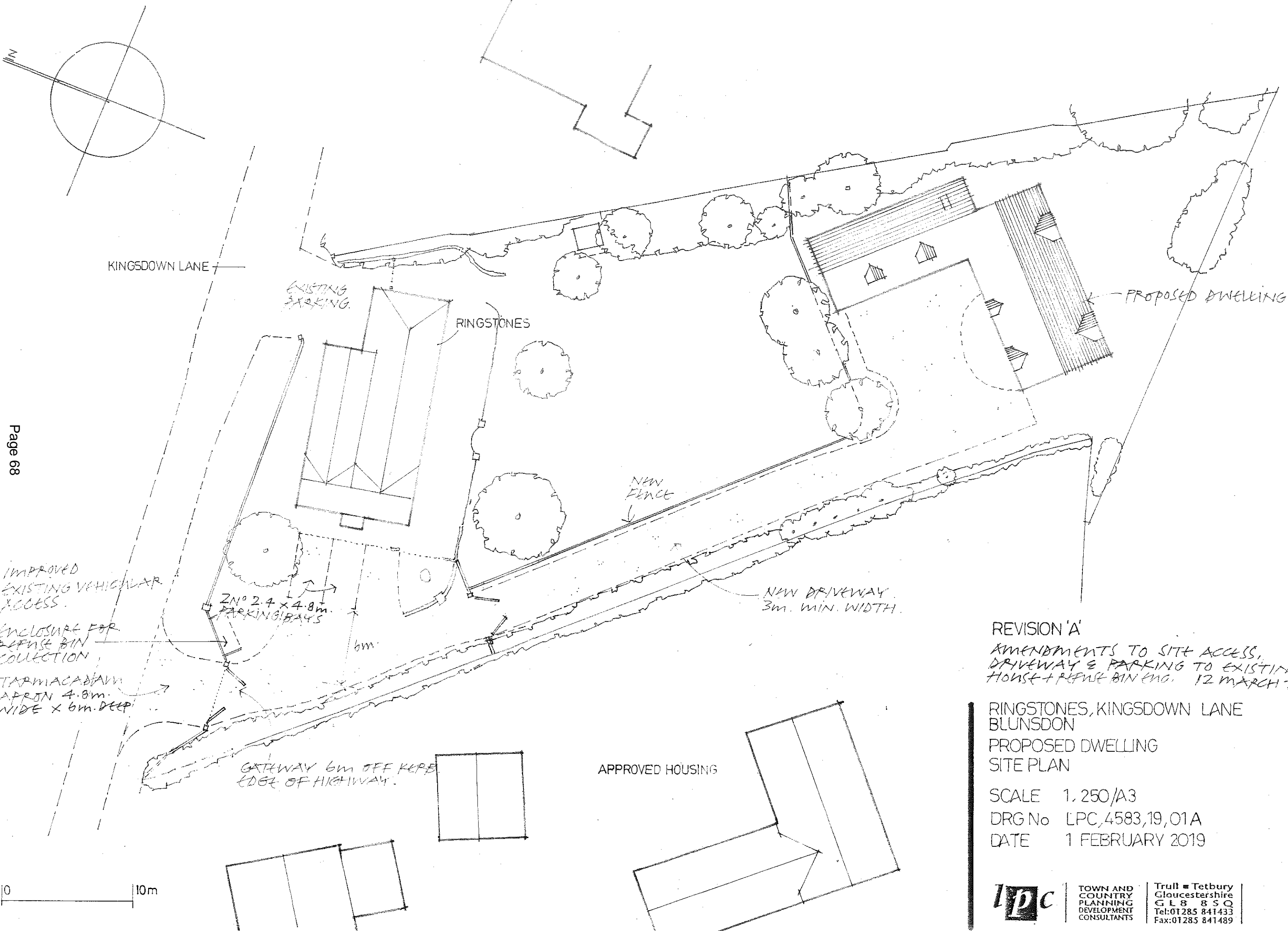
Location: Ringstones 1 Kingsdown Lane Blunsdon Swindon SN25 5DL



This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

In all cases reference should be made to the submitted plans.

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REVISION 'A'  
AMENDMENTS TO SITE ACCESS,  
DRIVEWAY & PARKING TO EXISTING  
HOUSE + REFUSE BIN ENC. 12 MARCH 2019

RINGSTONES, KINGSDOWN LANE  
BLUNSDON  
PROPOSED DWELLING  
SITE PLAN

SCALE 1:250/A3  
DRG No LPC/4583/19/01A  
DATE 1 FEBRUARY 2019



TOWN AND  
COUNTRY  
PLANNING  
DEVELOPMENT  
CONSULTANTS

Trull & Tetbury  
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Fax: 01285 841489



## COMMITTEE REPORT

**Item Number:**  
**Application Number:**  
 S/OUT/19/0218/TB

**Ward:** Blunsdon And Highworth  
**Parish:**  
 Blunsdon

**Proposal:** Outline application for the erection of 1no. dwelling (access and layout not reserved)

**Site Location:** Ringstones , 1 Kingsdown Lane, Blunsdon

**Case Officer:** Tom Buxton (01793 466240 tbuxton@swindon.gov.uk)

**Agent:**  
 Andrew Miles  
 Trull  
 Tetbury  
 GL8 8SQ

**Applicant**  
 Mr & Mrs Sean Moore  
 Ringstones  
 1 Kingsdown Lane  
 Blunsdon  
 Swindon  
 SN25 5DL

### Officers Report

Background:

1. This application has been called to Planning Committee by Blunsdon Parish Council.

Summary of Recommendation:

2. That outline planning permission be GRANTED subject to conditions.

The Proposal:

3. This application seeks outline planning permission for the erection of 1 detached dwelling with all matters reserved except for access and layout on land at Ringstones, Kingsdown Lane, Blunsdon.

4. The dwelling would be located to the rear (south) of Ringstones with access being taken from Kingsdown Lane and a new driveway created to the western side of the site. The matters of appearance, scale and landscaping are not up for consideration at this stage but will need to form part of a future reserved matters application(s). Despite this the application submission includes an indicative drawing of how the house might look. This is shown to be a part two-storey/part storey and a half building with an 'L' shaped footprint.

The Site and Surroundings:

5. The site is a roughly rectangular shaped plot of land located to the south of Kingsdown Lane, Blunsdon. The plot is 0.09 hectares and currently forms part of the back garden of the residential property Ringstones, a detached house. The site is mainly grassed but also contains some shrubbery and small trees plus several large outbuildings to the rear boundary.

6. To the north, east and west are residential properties, including immediately to the west a new dwelling under construction. To the north, to the opposite side of Kingsdown



Lane is a small field and immediately to the south is a motorhome sales premises.

Representations:

7. Public:

1 representation of objection from No. 3 Kingsdown Lane raising the following as concerns: over-intensification of housing relative to character of area, loss of privacy and sunlight to garden (contrary to paragraph 4.17 of the Local Plan), inability to manage garden size is not an over-riding driver for granting permission, proposal is contrary to paragraph 70 of the NPPF in that inappropriate development of gardens should be resisted and that other approvals for housing in the area are not within back garden areas.

8. Parish Council:

Object to application on the basis of support of comments of No. 3 Kingsdown Lane and that proposals are contrary to the Swindon Residential Design Guide in terms of tandem/backland development.

9. Forward Planning:

The consideration is whether the benefits of the proposed development in terms of supporting services, being on previously developed land, and making a contribution to the delivery of housing would outweigh any adverse impacts in respect of design and the loss of residential garden.

10. Highways:

No objections subject to suggested conditions.

11. LLFA:

Council don't hold any records of surface water drainage or flood risk issues in area.

Planning Considerations:

12. The relevant planning considerations with regard to the assessment of the application are the principle of the development, the impact upon the character of the area, highway implications and residential amenity and in these respects whether the proposals are in accordance with the provisions of the relevant policies of the Swindon Borough Local Plan 2026, the National Planning Policy Framework and Planning Practice Guidance. Other issues raised within the representations received will also be covered.

Planning Policy:

Adopted Local Plan 2026

13. The Swindon Borough Local Plan (SBLP) 2026 was adopted on 26th March 2015. The following adopted Swindon Local Plan 2026 policies are considered to apply.

- DE1 (High Quality Design); seeks to achieve high standards of design for all types of development;

- SD2 (The Sustainable Development Strategy); aims to meet Swindon's development needs whilst protecting the Borough's most important assets;

- TR1 (Sustainable Transport Networks) and TR2 (Transport and Development); seek to reduce the need to travel, and support and encourage the sustainable, safe and efficient movement of people and goods;

- EN5 (Landscape Character and Historical Landscape); seeks development proposals to take account of their natural surroundings.

14. Also of relevance is Swindon Borough Council's adopted: Swindon Residential Design Guide (SRDG) (2016), Supplementary Planning Guidance Note: Technical Guidance on Parking Standards (2007) and adopted Swindon Borough Council's Landscape Character Supplementary Planning Guidance.

National Planning Policy Framework 2019 (NPPF)

15. The updated National Planning Policy Framework came into force in February 2019. It sets out the Government's planning policies for England and how these are expected to be applied.

16. Of particular relevance are sections: 2 'Achieving sustainable development', 5 'Delivering a sufficient supply of homes', 11 'Making effective use of land', 12 'Achieving well-designed places' and 15 'Conserving and enhancing the natural environment'.

17. Blunsdon Parish Council are currently preparing a Neighbourhood Plan. This has not yet been submitted for examination though and therefore has limited weight at present.

Principle of Development:

18. The Development Strategy is defined in adopted SBLP Policy SD2. Urban concentration supports key government objectives for sustainable development in the most accessible locations, whilst protecting the best of the countryside.

19. Policy SD2 delineates between the parts of the Borough in which the principle of development would be generally acceptable (within settlements) and those where it generally would not (in the countryside). The policy limits development in the countryside, defined as those areas that are not within a settlement boundary.

20. The application site is located outside of the Blunsdon settlement boundary. The site is therefore located in open countryside (in policy terms) and thus the development is in conflict with Policy SD2 of the SBLP, in that none of the exception criteria are met. However it must also be considered that the site is surrounded by development including residential development along Kingsdown Lane and Turnpike Road (to the north, east and west) and by commercial development to the south. The site is also located in close proximity to the Kingsdown Strategic Allocation. In reality therefore the site is not truly in the open countryside.

21. At the planning inquiry for Land at Hill Cottage, Blunsdon in July (and September) last year the Council outlined its housing land supply position at 2.7 years (with a 20% buffer). The Council therefore cannot currently demonstrate a five-year supply of deliverable housing land. Paragraph 11 (part d) of the NPPF is therefore of relevance and states that where there are no relevant development plan policies, or the policies which are most important for determining the application are out-of-date, permission should be granted unless:

- The application of policies in this Framework that protect areas or assets of particular importance provides a clear reason for refusing the development; or
- Any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in the Framework taken as a whole.

Footnote 7 of paragraph 11 confirms that for applications involving the provision of housing, where the local planning authority cannot demonstrate a five year supply of deliverable housing sites, then policies which are most important for determining the application are out-of-date.

22. Paragraph of 14 of the NPPF does not apply in this instance as a consequence of Blunsdon not having a neighbourhood plan and that at present the Council are unable to demonstrate a three-year housing land supply.

23. The lack of a demonstrable 5-year housing supply is not in itself a reason for approval, and in this case the proposal would make a very modest contribution to the overall supply of housing in the Borough. Rather, those local policies which concern the provision of housing cannot alone be the basis of a refusal, and the proposal has to be assessed against the policies within the NPPF taken as a whole. In this instance the element of Local Plan Policy SD2 referring to settlement boundaries cannot be considered as reason for refusal alone.

24. Section 11 of the NPPF deals with the effective use of land and requires that decisions promote an effective use of land in meeting the need for homes (and other uses). It also encourages “a positive approach to applications for alternative uses of land which is currently developed but not allocated for a specific purpose in plans, where this would help to meet identified development needs”. It is considered that the site is brownfield land. It is considered that this effective use of previously developed land that will bring about the identified need of housing provision, is thus supportive of the principle of the development complying with paragraph 117 of the NPPF.

25. The village of Broad Blunsdon includes some limited facilities in a shop, place of worship, village hall, doctor’s surgery, pub, hotel and recreation ground. There is also a relatively limited bus service which serves The High Street for access to other services and facilities including employment. As a result of the site not being adjacent to the village or in close proximity to the above though it is questionable that the proposal would meet the requirement set out in the NPPF, para 78 (Rural Housing): ‘To promote sustainable development in rural areas, housing should be located where it will enhance or maintain the vitality of rural communities.’ However the development is small scale and the Inspector of an appeal (APP/U3935/W/16/3160643) on land directly to the west of the application site for a small scale development of 4 houses did not include this as an objection within the decision.

26. Before a decision can be made on the overall acceptability of the principle of development an assessment of the impacts of the scheme has to be carried out.

#### Loss / Impact on Landscape / Countryside:

27. In landscape terms the site is outside of the any settlement boundary and within the Mid Vale Ridge Landscape Character Area. The adopted SBLP policy EN5 (Landscape Character and Historic Landscape) states that development will only be permitted when the intrinsic character and local distinctiveness of landscape within the Borough are protected, conserved and enhanced. Similarly the NPPF requires the protection of valued landscapes.

28. In assessing the landscape impact the fact that the site is considered to be previously developed and contains a number of large outbuildings are considerations here. So too is



the fact that the site is surrounded by developed land (residential to the north, east and west and commercial to the south. It must also be acknowledged that the land further to the north east is allocated for residential development as part of the Kingsdown allocation. As such, whilst the land may be considered to be in the 'open countryside' in the context of the adopted SBLP in reality it is surrounded by development. Considering this it is felt that the development will not impact negatively on the Mid Vale Ridge Landscape Character Area or the wider landscape setting of Blunsdon. It is important to note that the Inspector of the appeal for Land North of The High Street (for 69 houses under reference S/14/1304) reached the same conclusion regarding landscape impact. The allowed appeal was for a much larger development. It also related to land that is more open and much more prominent within the landscape area.

29. The proposed layout plan shows that it will be possible to retain trees and shrubbery within the garden of Ringstones as well as along the boundaries and in addition that there will be space for additional planting. This can be ensured through the future reserved matters.

30. As a result of the above it is not considered that there will be any significant landscape impacts and therefore the proposal is compliant with Policy EN5 of the SBLP and the NPPF in this regard.

#### Highway Access and Safety:

31. Policies TR1 and TR2 of the adopted Swindon Borough Local Plan 2026 seek to ensure access for developments that is appropriate to the scale, type and location of the proposal without detriment to highway safety, traffic movement and the local environment.

32. As access is a matter that is not reserved consideration needs to be given to the appropriateness of the proposed driveway and connection to Kingsdown Lane. In this regard the Highway Officer has confirmed that they are content with the proposals put forward and that the existing vehicular access to the western side of Ringstones can be safely utilised and is appropriate for use of both the new dwellings and the existing property, Ringstones. It is also evident that the site will comfortably be able to provide sufficient parking and turning space for the new dwelling as well as the existing one. It is also not considered that there will be any noticeable difference in traffic movements in the vicinity as a result of the development.

#### Residential Amenity:

33. Policy DE1 of the Swindon Local Plan 2026 requires consideration of amenity in terms of light, privacy, outlook, noise, disturbance, smell, pollution and space when considering development proposals. The SRDG also requires consideration of amenity.

34. The nearest existing residential properties to the site are Nos 2 and 3 Kingsdown Lane to the east. The new property would be located approximately 20 metres from the main two-storey rear elevation of No. 2, and at an angle. Such a separation distance, plus the existence of a fairly dense screen of vegetation to the boundary, and the indicative plans showing only storey and a half accommodation at this nearest point, means there will be no unacceptable impact. The positioning of windows will be controlled as part of the future reserved matters application in order to ensure that no unacceptable issues of overlooking will be created. There is also no reason to suggest that any unacceptable impact will be caused to the amenity of the new house under construction to the west either or to the

existing property, Ringstones in that it would be located approximately 30 metres from the new dwelling and would be left with an adequately sized back garden.

35. Whilst the future reserved matters of appearance will ensure overall amenity acceptability for the future residents of the development, the layout plan shows there will be adequate outdoor amenity space and there will likely to be acceptable natural light levels and privacy. In summary the development is acceptable from a residential amenity point of view in compliance with Policy DE1 of the SBLP 2026 and the adopted SRDG.

#### Design, Layout and Character:

36. Swindon Local Plan policy DE1 states that high standards of design will be required for all types of development. The adopted SRDG also requires high design standards as well as offered guidance on layout, context and character amongst other factors. The NPPF also details the requirement to achieve well-designed places.

37. The development, whilst backland would not be in the uncharacteristic modern cul-de-sac form that the Inspector of the previous appeal at the adjacent site objected to. It would benefit from an adequately sized plot, not dissimilar in size to other properties off of Kingsdown Lane (and Turnpike Road) and would be contained by built development, not projecting further into the open countryside. It is also noted that whilst located to the rear of Ringstones it would be located at an angle from it and at a distance of approximately 30 metres. Although it is acknowledged that the SRDG is not usually supportive of backland development of this type the justification for it here is that this is a contained site surrounded by development and very similar in layout and density to the dwelling currently under construction immediately to the west. Furthermore, as detailed above, Ringstones (and the other nearby properties) will be afforded adequate amenity protection in terms of not being unacceptably overlooked or overshadowed. In this case therefore it is argued that the proposal is able to comply with the principles of Policy DE1 of the adopted SBLP as is the requirement of this part of the SRDG.

38. The appearance and scale of the development (plus landscaping) will form part of future reserved matters applications and thus is not up for consideration here. Such an application/or applications would need to comply with Policy DE1 of the adopted SBLP, the SRDG and the NPPF in terms of being well designed.

39. In summary the proposed layout of the development is deemed to be acceptable in the circumstances of this case and in accord with Policy DE1 of the adopted SBLP and the NPPF.

#### Biodiversity:

40. The NPPF encourages the incorporation of biodiversity improvements. Policy EN4: Biodiversity and Geodiversity of the adopted SBLP is also of relevance in this regard. The site is previously developed in terms of the majority consisting of managed lawns and shrubbery. As such it is unlikely to contain any significant wildlife habitats. Furthermore biodiversity improvements can be secured through the future reserved matters applications (landscape in particular).

#### Other Issues:

#### CIL/Infrastructure Requirements:

41. The Council is a Community Infrastructure Levy (CIL) Charging Authority. At the point of writing this report the adopted CIL Charging Schedule is that dated 6th April 2015. The proposed development for residential is located within CIL Residential Charging Zone 2 of this schedule. The development constitutes CIL Liable development chargeable at the relevant rate within the relevant Charging Schedule in place at the time of calculation, that rate which is subject to indexation annually. The CIL chargeable amount is calculated at the point in time that planning permission first permits development for CIL purposes. For an outline application this would be at the point of approval or reserved matters, should outline permission be granted. To inform the applicant/landowners of the relevance of CIL to the proposal a CIL liable informative will be added to the Decision Notice.

42. No contributions are required as part of Policy EN3 towards open space due to the small scale of the development. Similarly no affordable housing provision/contribution is necessary as part of Policy HA2 as the relevant trigger thresholds are not exceeded.

#### Consultee Comments:

43. With regard to the comments raised within the representations section that have not already been covered above the following is noted:

- Paragraph 4.17 of the SBLP is the supporting text of Policy DE1 and thus is covered above.
- Paragraph 70 of the NPPF refers to plan making. In this case the SRDG is the Council's 'policy', as required by this paragraph, for resisting inappropriate development of residential gardens. As detailed above, in the circumstances of this case it is not felt that the proposal represents inappropriate development.
- Inability to manage garden size has not been cited as a justification for the development within the officer's assessment.
- Whilst the Parish Council have raised concerns, they have not identified any harm arising from the development.

#### Conclusion:

44. In conclusion none of the policies in the NPPF that protect areas or assets of particular importance are of relevance in that the development would not impact upon the designations listed in footnote 6 of paragraph 11. d) i. (i.e. the site is not in an AONB or a conservation area etc). As such it is then purely a matter of a balancing exercise in relation to paragraph 11 d) ii. as to whether any adverse impacts of the development would significantly and demonstrably outweigh the benefits. In this regard an assessment of the impact of the development has been undertaken above which has concluded that whilst contrary to Policy SD2 of the SBLP and that the site is not in close proximity to the services of Blunsdon, the proposal will not result in any adverse impacts in terms of any harm to: the landscape character area, highway conditions, residential amenity or biodiversity.

45. The benefits of the development in terms of the social dimension of sustainable development have been identified to be the provision of much needed housing (albeit only 1 house). In terms of the economic dimension the development would contribute towards economic growth during the construction phase. Also, again not significant but the additional population created could also assist the local economy in terms of utilising local services. With regard to the environmental dimension, Blunsdon has some public transport links and the village includes a range of services including a shop, a pub and church albeit that these are at a distance from the proposal site. Furthermore the development makes efficient use of land.



46. The development would conflict with Policy SD2 of the adopted SBLP and the distance of the site from the shop and services offered in Broad Blunsdon is acknowledged. These factors hence weigh against the proposal. However in the current circumstances and in the circumstances of this specific site, these factors do not significantly and demonstrably outweigh the benefits of the proposal identified above. As such it is considered that the proposal is acceptable.

Recommendation:

47. That outline planning permission be GRANTED.

## Conditions

1. This approval shall be in respect of the site location plan received by the Local Planning Authority on 8th February and drawing number LPC,1583,19,01 A received on 19th March 2019.

Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.

2. Prior to the commencement of works on site in connection with the development hereby permitted, details of the scale, appearance and landscaping (hereinafter called "the Reserved Matters") shall have first been submitted to and approved in writing by the Local Planning Authority.

Reason: To accord with Section 92 of the Town and Country Planning Act 1990.

3. Application for the approval of the Reserved Matters referred to in condition 2 above, shall be submitted in writing to the Local Planning Authority before the expiration of 3 years from the date of this permission and shall be carried out in accordance with the approval.

Reason: To enable the Council to review the suitability of the development in accordance with Section 92(2) of the Town and Country Planning Act 1990.

4. The development hereby permitted shall be commenced either before the expiration of 3 years from the date of this permission, or before the expiration of 2 years from the date of the last of the reserved matters to be approved, whichever is the later.

Reason: To enable the Council to review the suitability of the development in accordance with Section 92(2) of the Town and Country Planning Act 1990.

5. The material submitted with the landscaping reserved matters shall include: i) Details of the species, location, diameter, approximate height, and general state of health and stability, of every tree, bush or hedgerow on the site which is to be retained and of each tree, bush or hedgerow which is on land adjacent to the site and to which paragraphs ii), iii), iv) and v) below shall apply;

ii) No tree, bush or hedgerow which is to be retained and which has been identified in paragraph i) above, shall be topped, lopped, felled, destroyed or wilfully damaged, including any severance of its roots without the prior written consent of the Local Planning Authority;

iii) No materials, plant, soil or spoil shall be stored underneath, and no burning of materials shall take place, within the furthest extent of the canopy of any tree, bush or hedgerow, which is to be retained and which has been identified in paragraph i) above without the prior written consent of the Local Planning Authority; iv) Details of the specification and position

of fencing and of any other measures to be taken for the protection of any tree, bush or hedgerow, which is to be retained and which has been identified in paragraph i) above. Such fencing or any other measures shall be retained until the approved development has been completed or the Local Planning Authority has approved, in writing, that such fencing or any other measures may be removed; v) All works to protect any tree, bush or hedgerow, which is to be retained and which has been identified in paragraph i) above shall be carried out in accordance with BS 5837(2012); vi) A planting plan and timetable of works for the soft landscaping of the site; all works shall be carried out in accordance with the approved plan and timetable; and any trees or plants, which within a period of five years from first being planted, die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless the Local Planning Authority gives written approval to any variation; and vii) details of fencing and boundary treatments.

6. No development comprising the erection of any dwelling above ground level shall take place until full details of the slab levels of the buildings hereby permitted have been submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

7. No development shall take place, including any site preparation works, 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 construction period. The Statement shall:

- i. specify the type and number of vehicles;
- ii. specify point of construction access and access route to the site;
- iii. provide for the parking of vehicles of site operatives and visitors;
- iv. provide for the loading and unloading of plant and materials;
- v. provide for the storage of plant and materials used in constructing the development;
- vi. provide for wet wheel washing facilities;
- vii. specify the intended hours of construction operations;
- viii. measures to control the emission of dust and dirt during construction

Reason: To reduce the potential impact on the public highway during the site preparation and construction phase(s) of development

8. The allocated private car parking spaces for each unit (Ringstones and the new dwelling) plus the associated turning space shown on the approved plan, shall be laid out and made available for use prior to the development hereby permitted. These spaces shall thereafter be retained only for the parking of motor vehicles in connection with the development hereby permitted and Ringstones.

Reason: In the interests of highway safety.

9. Construction and demolition works associated with the development hereby permitted shall only take place between 0800 hours to 1800 hours on Mondays to Fridays and 0900 hours to 1300 hours on Saturdays and at no time on Sundays or Bank Holidays.

Reason: In the interests of residential amenity.

10. Development shall not commence above ground level until details of all external facing materials shall have first been submitted to and approved in writing by the Local Planning Authority. The development hereby permitted shall be carried out in accordance with these

approved details.

Reason: To ensure that the appearance of the development is satisfactory

11. Adequate and appropriate provision for surface water drainage within the site must be made so that none discharges onto the highway or adjacent land.

Reason: In the interests of highway safety and amenity.

12. Prior to the occupation of the development hereby permitted, the vehicular access shall be laid out and constructed in accordance with the submitted Site Plan [drawing no. LPC,4583,19,01 Rev A] with any gates hung so as not to open outwards towards the public highway and with the area of driveway within at least 6m of the carriageway edge of the public road surfaced in bound material, and shall be maintained thereafter.

Reason: To reduce potential highway impact by ensuring the access is suitably laid out.

## Informatives

1. CIL Liable Development: This development constitutes Community Infrastructure Levy (CIL) liable development. CIL is a mandatory financial charge on development. For more information on CIL visit [www.swindon.gov.uk/cil](http://www.swindon.gov.uk/cil) or telephone the SBC CIL Team on 01793 466289 or 466397 or email [cil@swindon.gov.uk](mailto:cil@swindon.gov.uk). To avoid additional financial penalties the requirements of the impact of CIL must be managed before development is commenced and subsequently payment made in accordance with the requirements of the CIL Demand Notice issued. Information on possible exemptions that may be capable of being applied for can be found at:

[https://www.planningportal.co.uk/info/200126/applications/70/community\\_infrastructure\\_levy](https://www.planningportal.co.uk/info/200126/applications/70/community_infrastructure_levy) and <https://www.gov.uk/guidance/community-infrastructure-levy>. CIL remains relevant in the event that planning permission is allowed by Planning Appeal.

2. In addition to this consent, please contact [gazetteers@swindon.gov.uk](mailto:gazetteers@swindon.gov.uk) or ring 01793 466271 for information and advice regarding the registration of new or revised property addresses. The naming of streets and addressing of properties within the Borough, is controlled by Swindon Borough Council under the Town Improvement Clauses Act 1847. The Act is used to make sure that any new street names, building names and numbers are allocated logically and that a unique and unambiguous address is provided for every property within the borough.

3. In the interests of safety, the applicant is recommended to incorporate fire prevention measures within the development, such as sprinkler systems. Further advice can be obtained from Wiltshire Fire Brigade by visiting [www.wfb.org.uk](http://www.wfb.org.uk)

4. In addition to this consent, the proposed development will require separate Local Highway Authority approval for the upgrade construction of the existing vehicular crossing. The Applicant is required to obtain this approval before works commence and is therefore recommended to contact Swindon Borough Council's Street Works Management Department in this respect as soon as possible. The works will be under taken at the applicant's expense.

End of Report

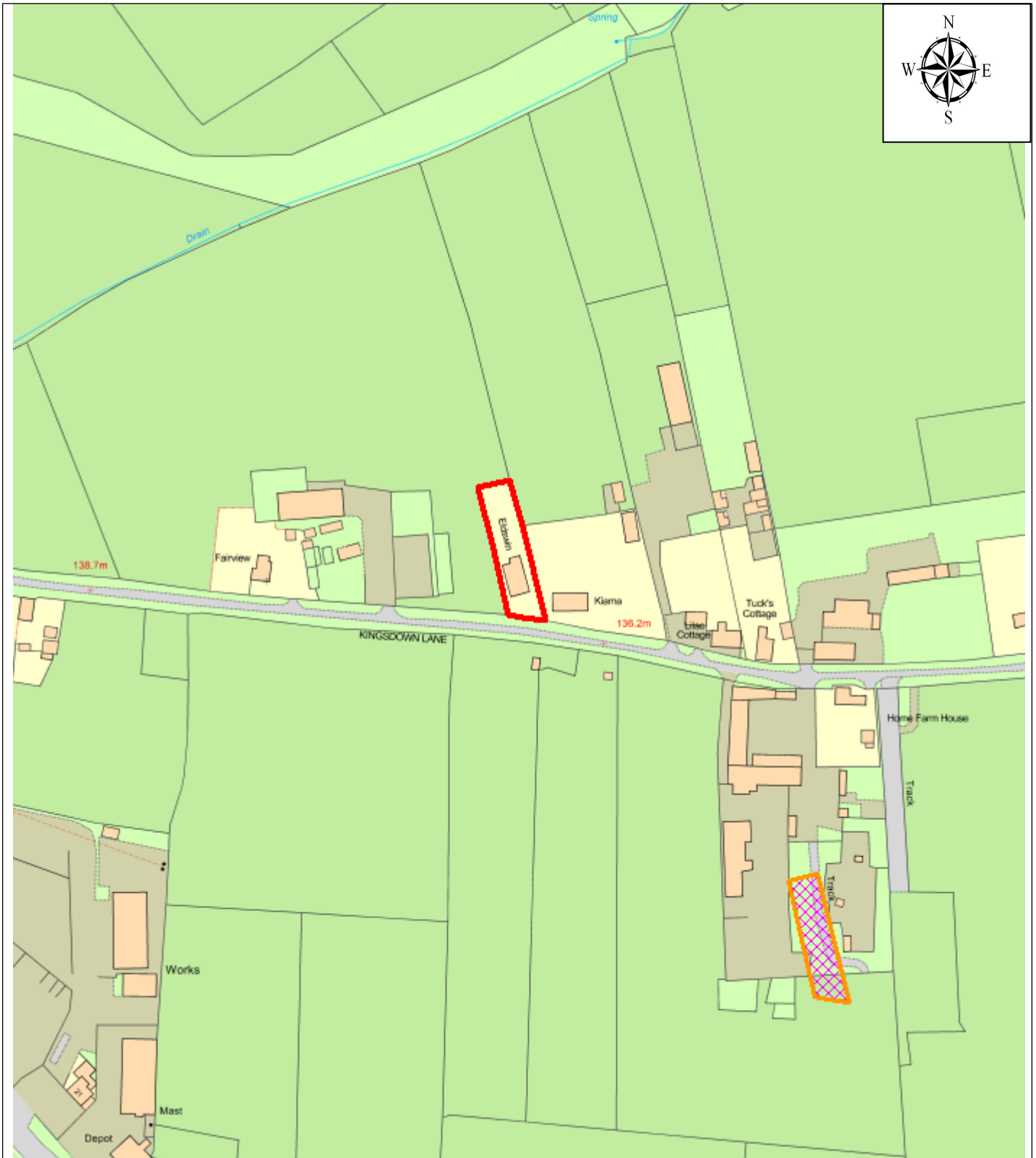


## Agenda Item 12

Application Number S/HOU/19/0399

Proposal Erection of a replacement garage linked to main house and new 1.8m high boundary wall and fence.

Location: Eldswyn Kingsdown Lane Blunsdon Swindon SN25 5DL



This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

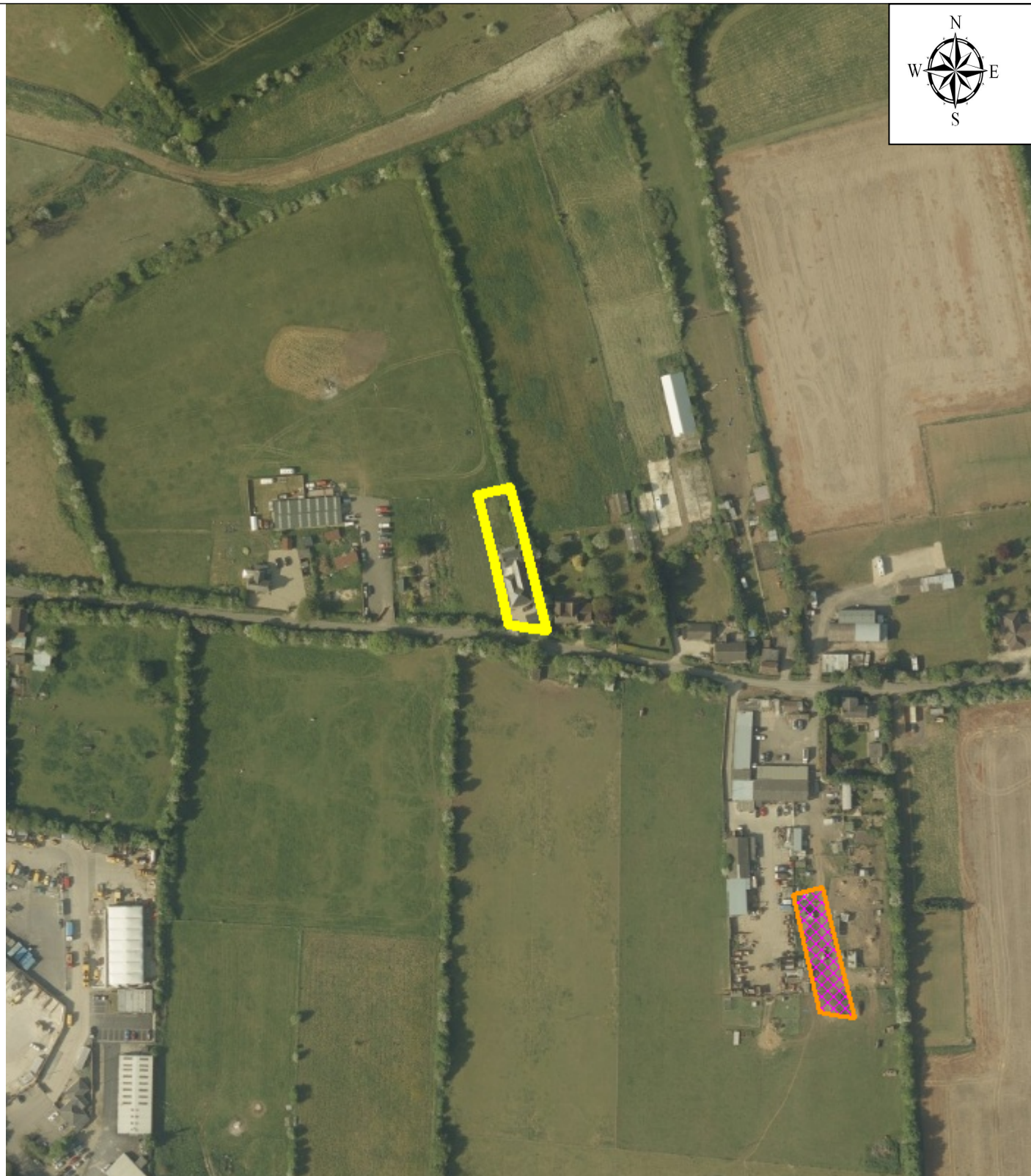
In all cases reference should be made to the submitted plans.

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Application Number S/HOU/19/0399

Proposal Erection of a replacement garage linked to main house and new 1.8m high boundary wall and fence.

Location: Eldswyn Kingsdown Lane Blunsdon Swindon SN25 5DL

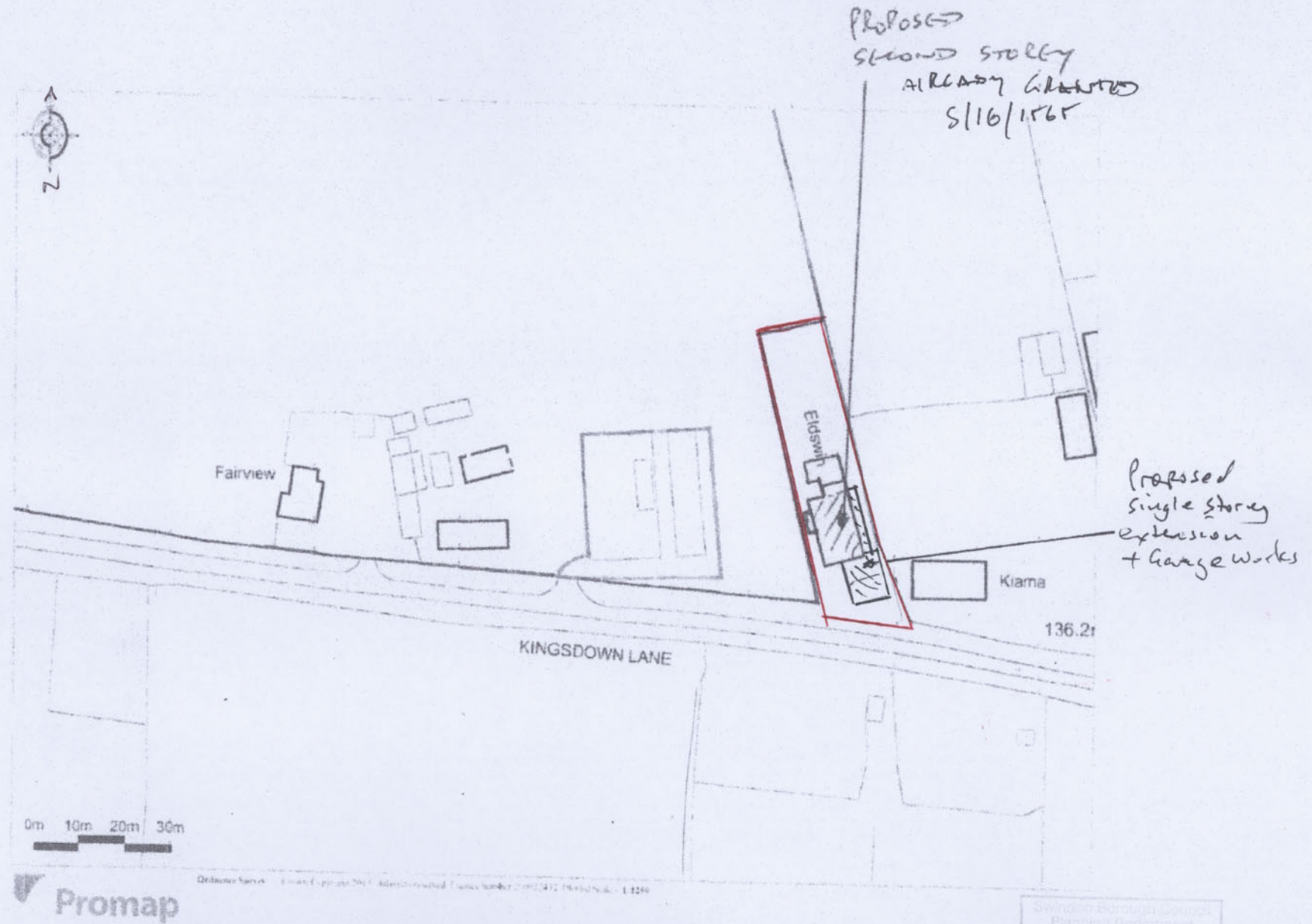


This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

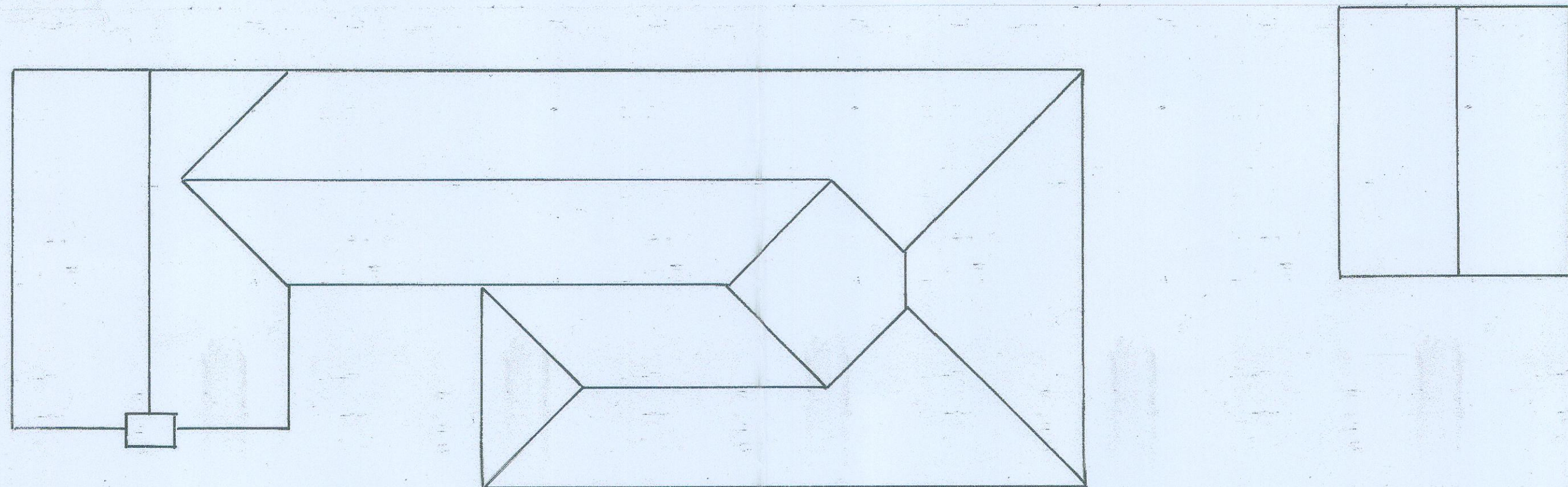
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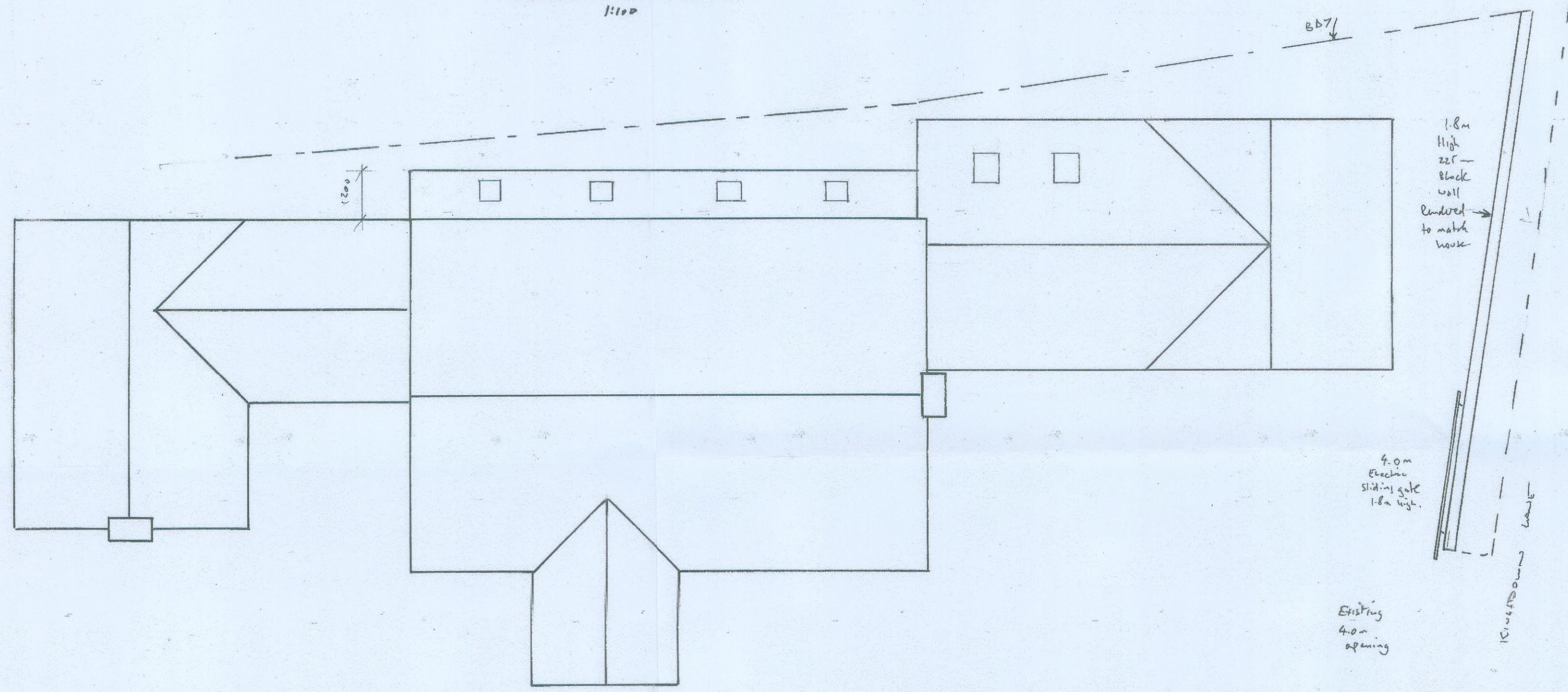




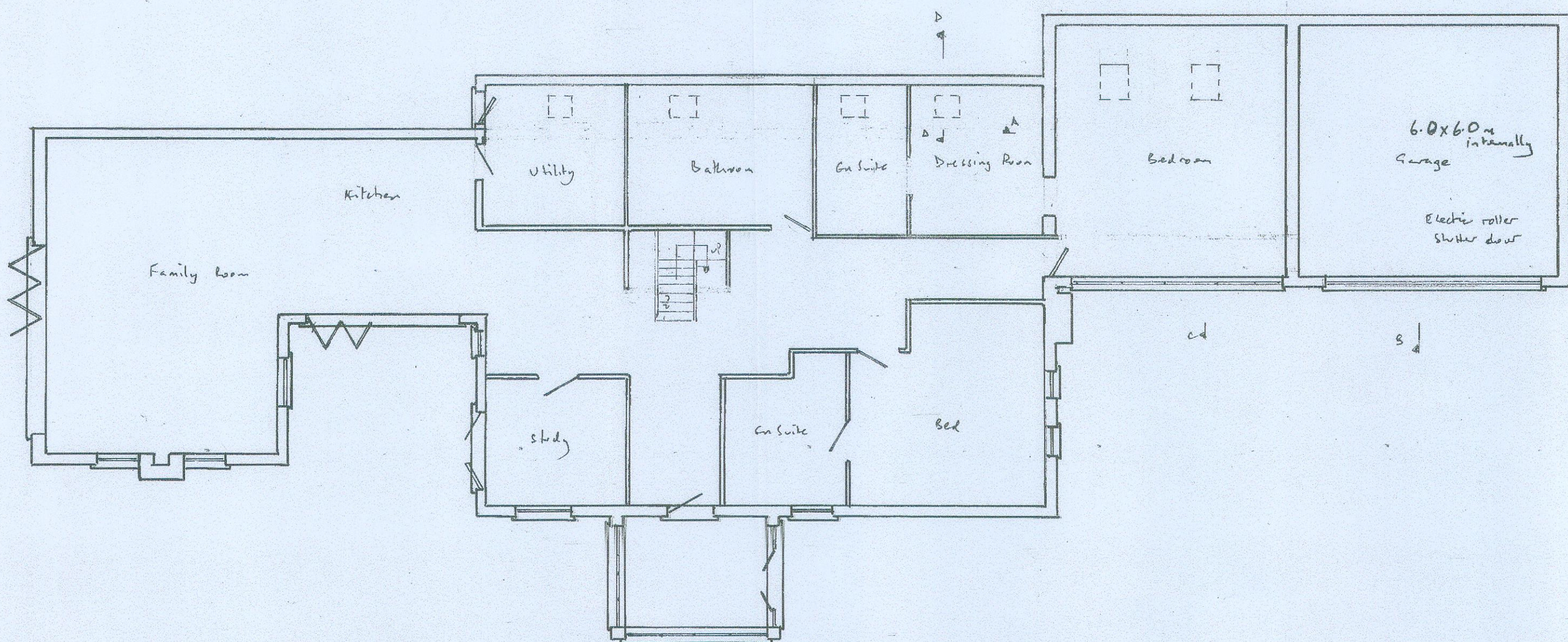




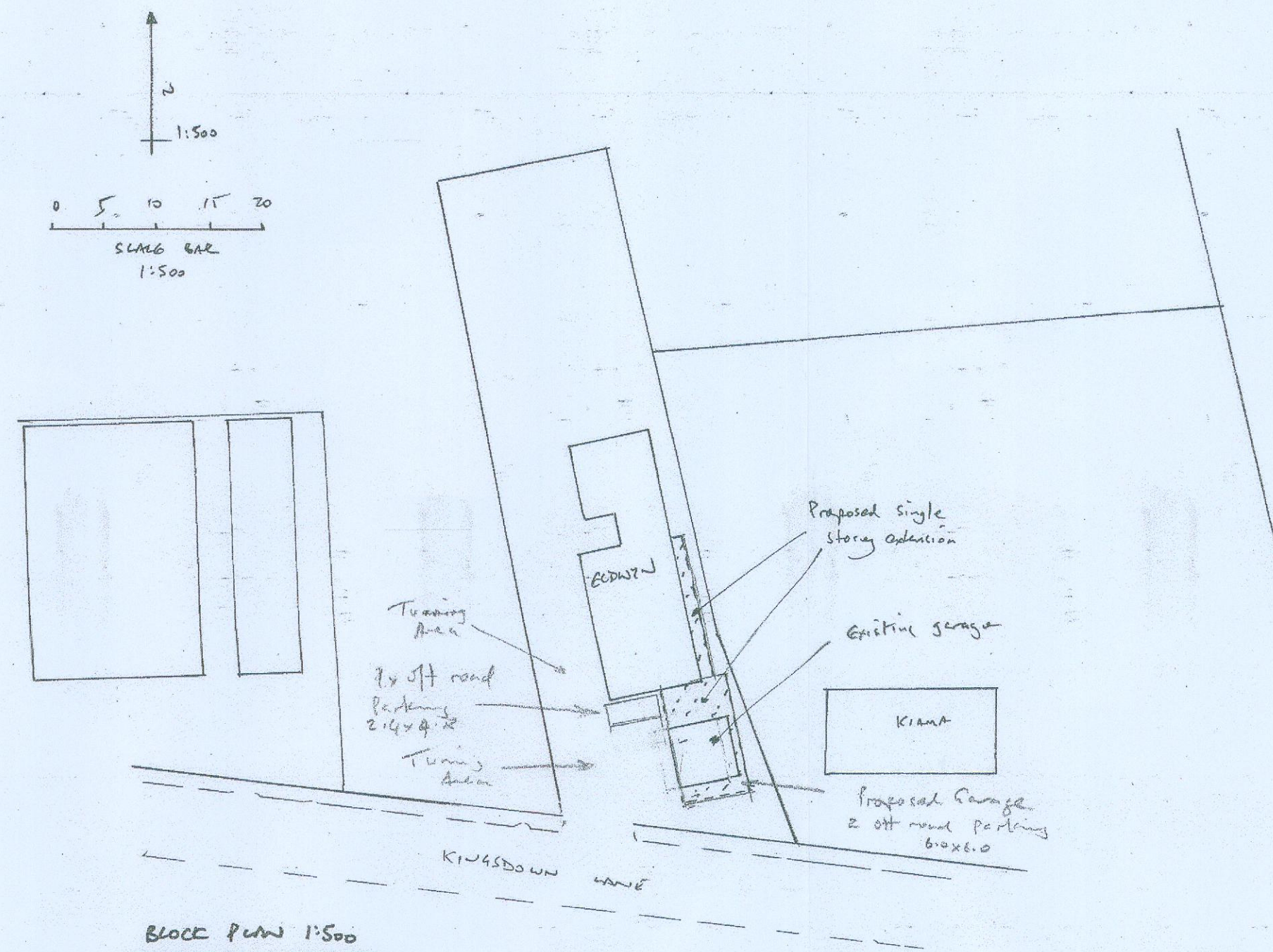
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1:100



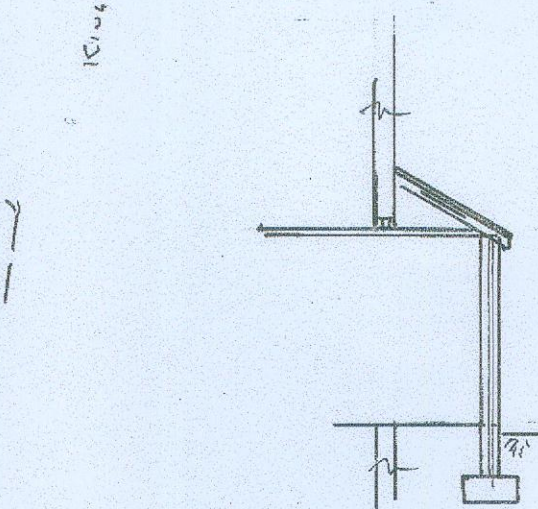
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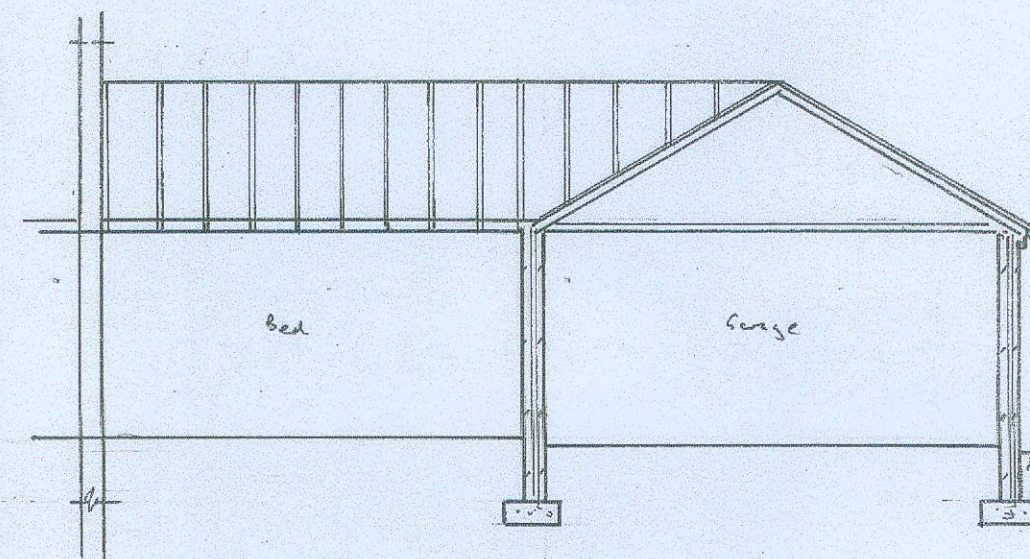
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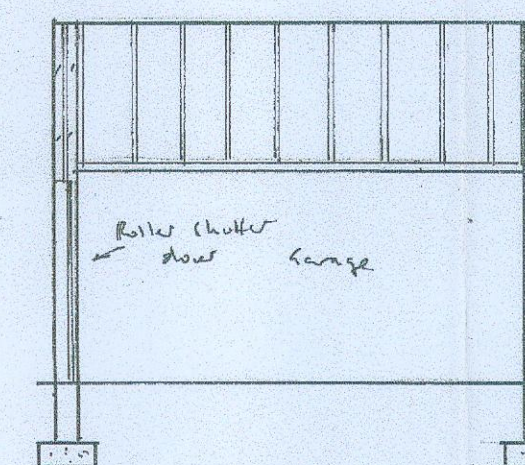
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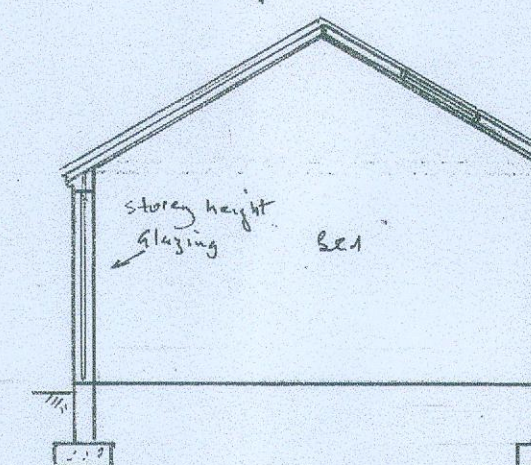
SECTION D-D



SECTION A-A



SECTION B-B



SECTION C-C

Slate to match main house  
25x50 Treated battens  
Breathable membrane  
See spec for insulation details.

NOTES:  
All dimensions must be checked on site and not scaled from this drawing.

All Materials as per previously  
granted application 5/16/1565

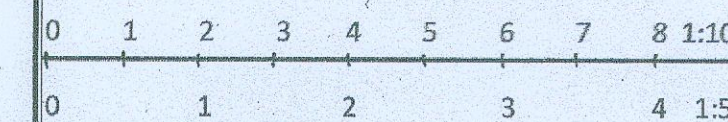
First Floor as per 5/16/1565  
(not changing)

See written specification for  
Floors, walls + foundations.

A	Date	Revisions

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Scale bar



For building regulation purposes these plans are to be read in  
conjunction with the written specification and structural report

KEECH DESIGN SERVICE LTD

1 HARBOUR CLOSE SWINDON

07778 324228

ROBERT.KEECH@NTLWORLD.COM

Job Title

PLANS + SECTIONS

11 MAR 2019

5/16/1565

Drawing Title  
ENLARGE EXISTING GARAGE &  
EXTENSIONS TO SIDE & FRONT  
AT BEDSWYN, KINGSBURN LANE  
BLUNSBOW SP25 5DL

Scale 1:100 1:500

Date Feb 2019

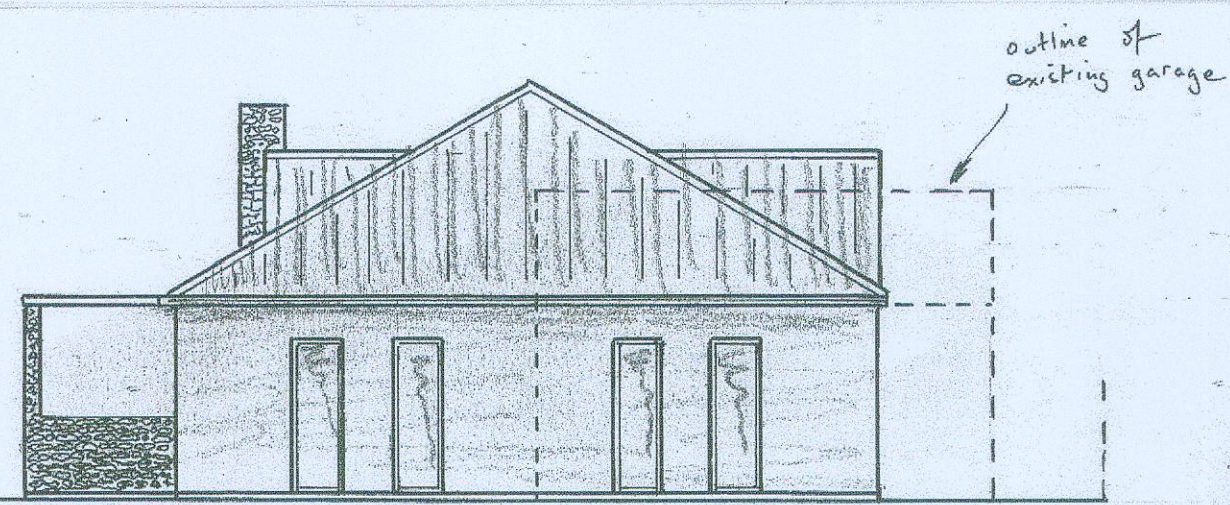
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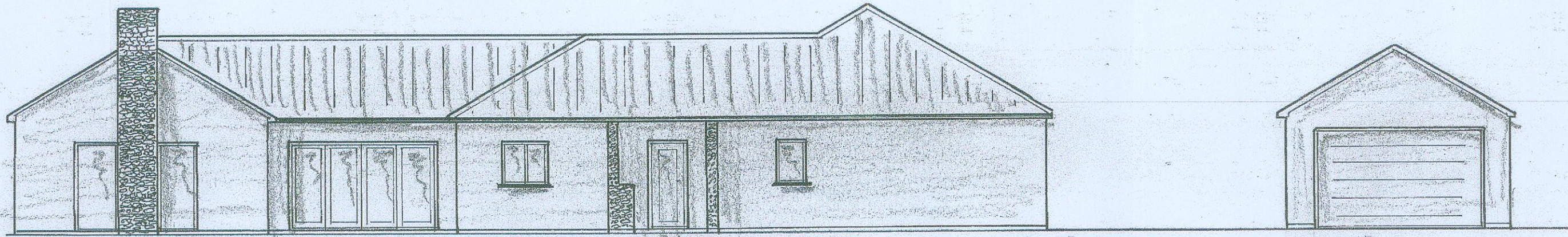
19/022 (ii)

Rev.

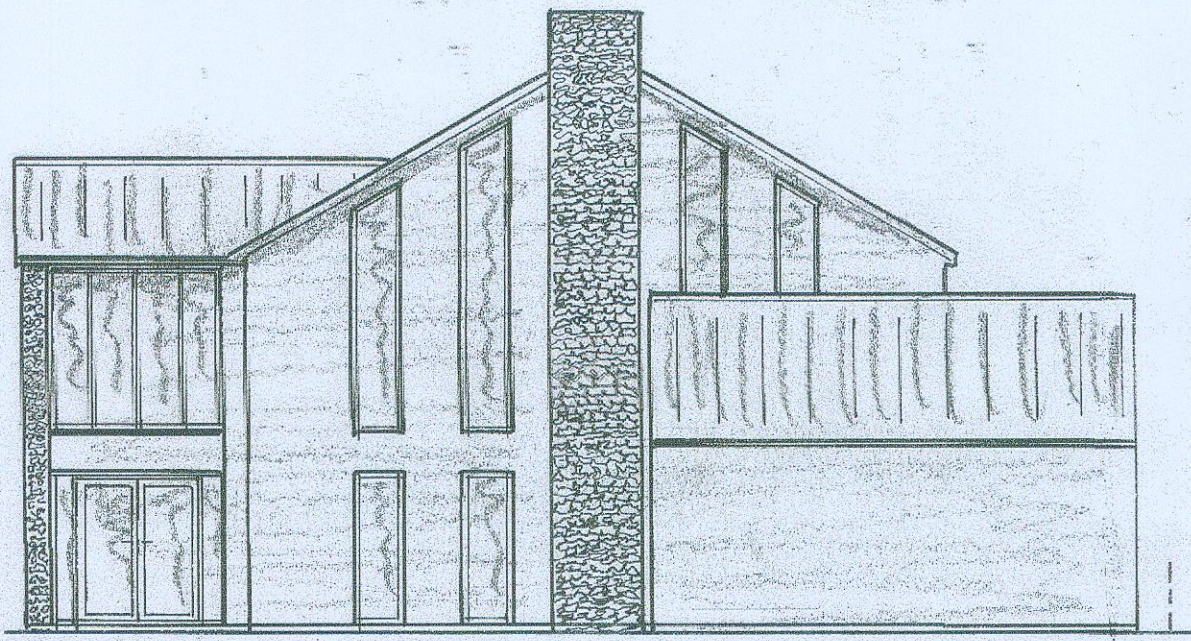




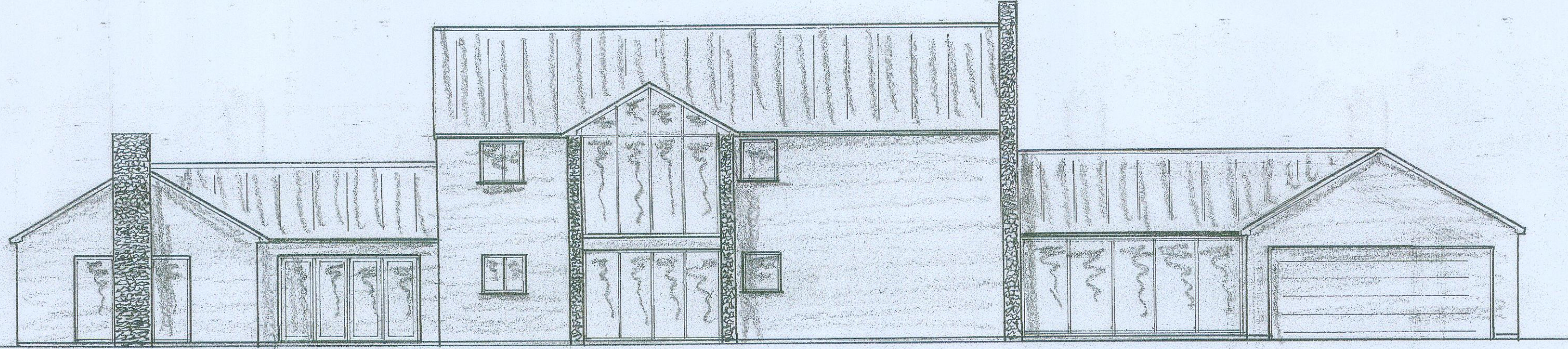
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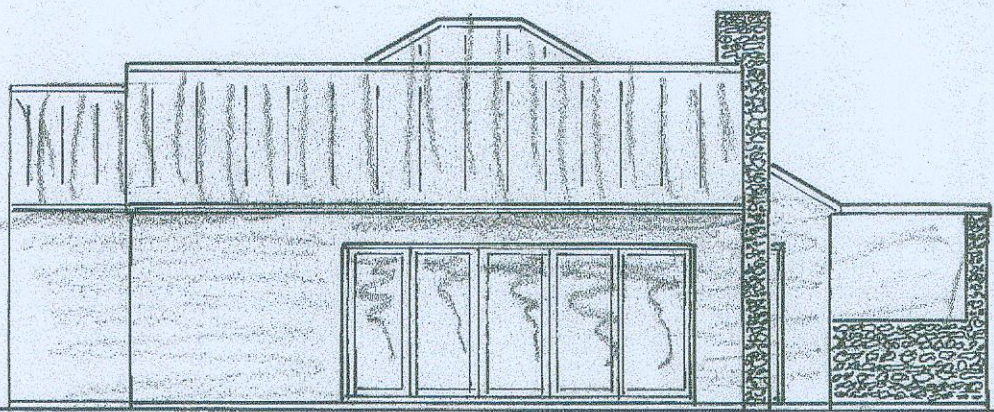
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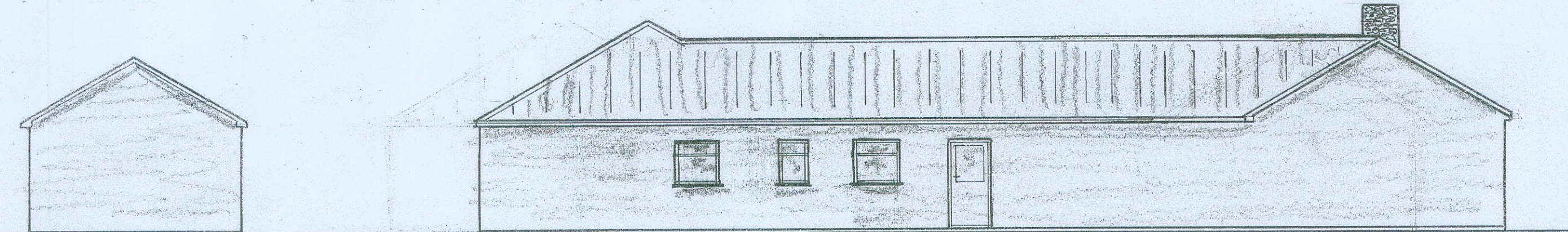
PROPOSED FRONT ELEVATION



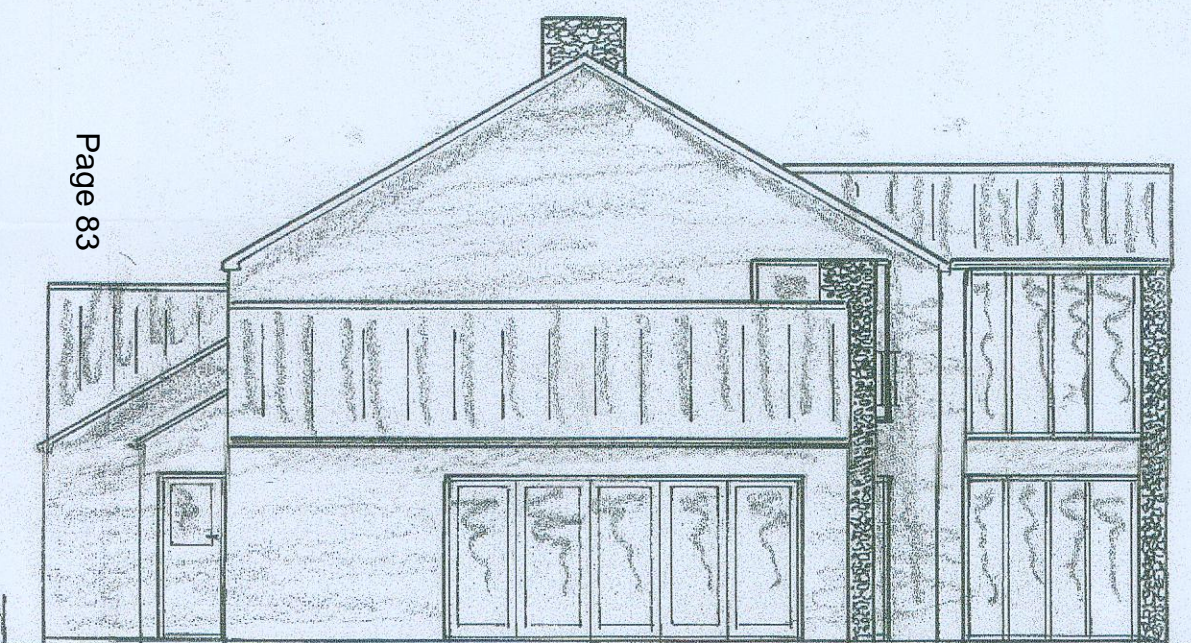
PROPOSED SIDE ELEVATION



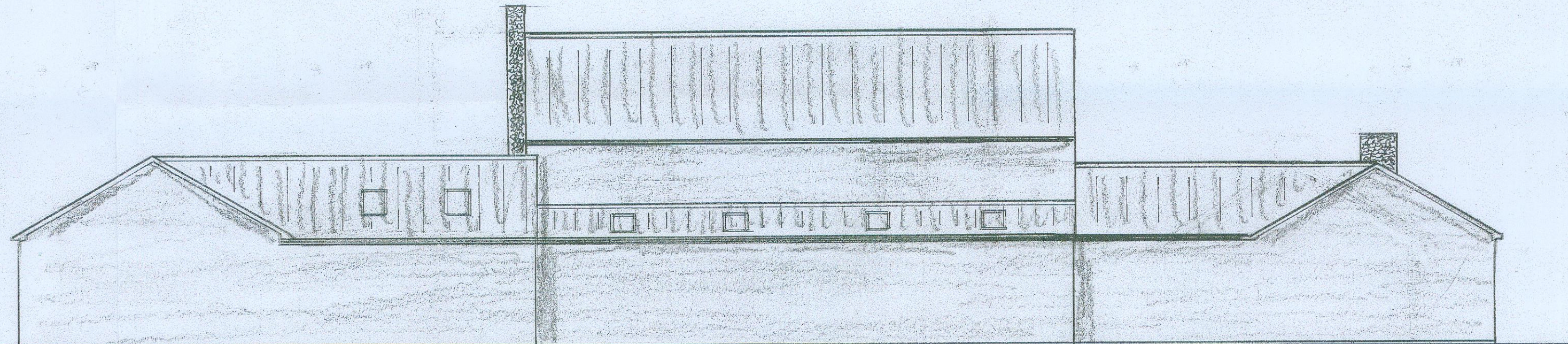
EXISTING REAR ELEVATION



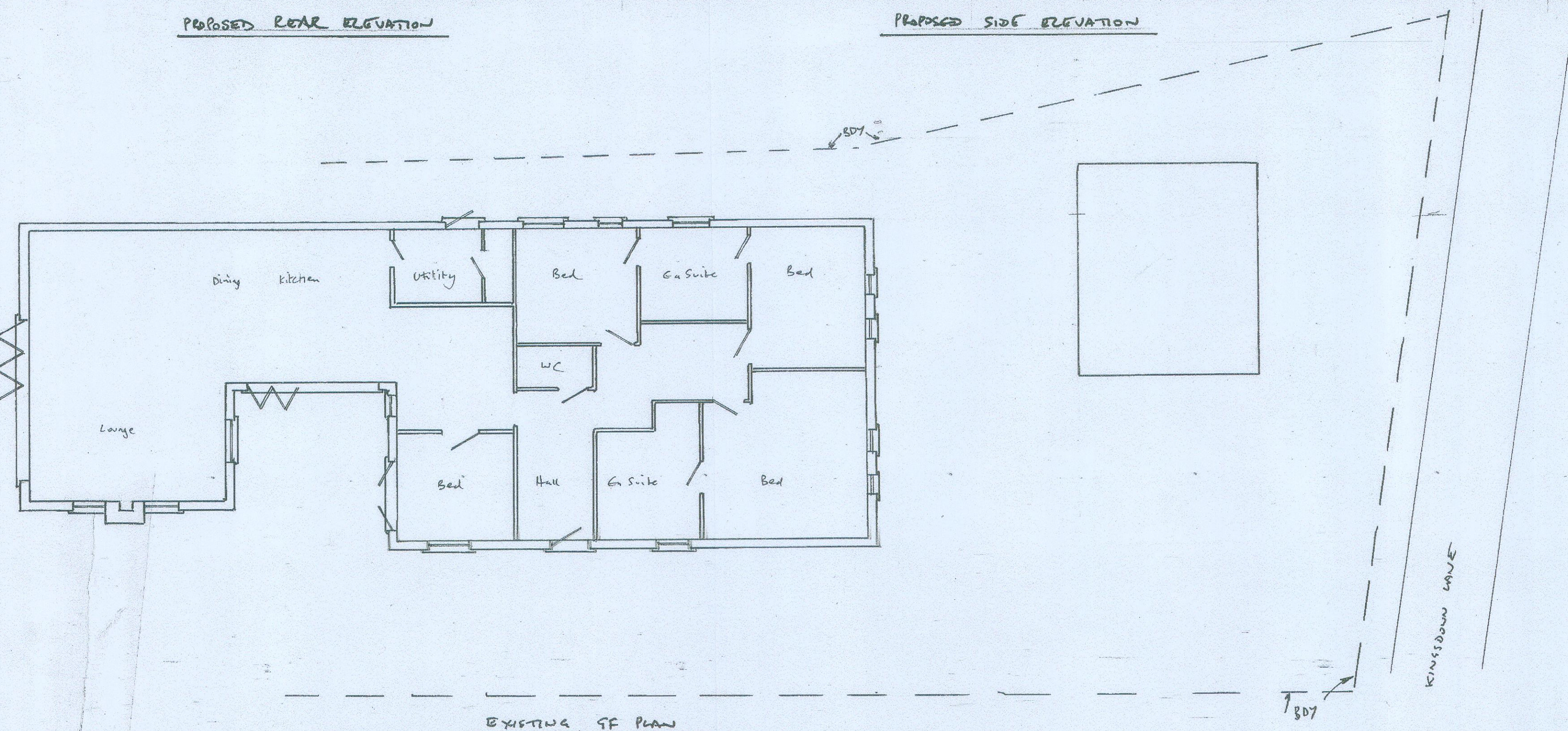
EXISTING SIDE ELEVATION



PROPOSED REAR ELEVATION



PROPOSED SIDE ELEVATION

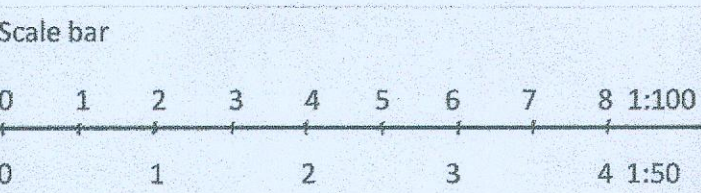


EXISTING F.P. PLAN

NOTES:  
All dimensions must be checked on site and not scaled from this drawing.

A	Date	Revisions

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For Building Regulation purposes these plans are to be read in conjunction with the written specification and structural report.

**KEECH DESIGN SERVICES LTD**  
**1 HARBOUR CLOSE SWINDON**  
**07778 324228**  
**ROBERT.KEECH@NTLWORLD.COM**

Job Title

ELEVATIONS  
11 MAR 2019  
SH0019/0399

Drawing Title  
ENLARGE EXISTING GARAGE &  
EXTENSION S TO SIDE & FRONT AT  
ELDSWYN, KINGSDOWN LANE  
SWINDON SN2 5DL

Scale 1:100

Date FEB 2019 Drawn by CW

Drg No. 19/022 (i) Rev.





## COMMITTEE REPORT

**Item Number:**

**Ward:** Blunsdon And Highworth

**Application Number:**  
S/HOU/19/0399/RM

**Parish:**  
Blunsdon

**Proposal:** Erection of a replacement garage linked to main house and new 1.8m high boundary wall and fence.

**Site Location:** Eldswyn, Kingsdown Lane, Blunsdon

**Case Officer:** Rhian Morris

**Agent:**

Mr R Keech  
1 Harbour Close,  
Haydon Wick,  
Swindon, Wilts.  
SN25 3DL

**Applicant**

Mr M Lane  
Eldswyn  
Kingsdown Lane  
Blunsdon  
Swindon  
SN25 5DL

### Officers Report

Background:

This proposal has been requested to be determined by planning committee by Blunsdon Parish Council as an over intensification of the plot when other applications are also taken into account. Also at this planning committee is application S/HOU/19/0282 - Erection of a detached single storey annex to rear.

1 Planning permission be GRANTED with Conditions

The Proposal:

1 Erection of a replacement garage linked to the main house and a new 1.8m high boundary wall and fence.

The Site and Surroundings:



2 The existing property is a detached bungalow with planning permission, to add a first floor and a side extension (S/16/1565).

#### Representations

3 Transport Management : The replacement garage is shown to measure 6m x 6m with sufficient space to the front of the garage and extension for parking and turning for the dwelling in accordance with the Parking Standards. The proposed boundary wall is shown to the front of the dwelling adjacent to the carriageway and is shown not to impair the visibility accessing or egressing the site, with the entrance shown to contain sufficient room for 2 vehicles to pass each other. The gate that is shown is set back 2m from the carriageway and as Kingsdown Lane is a single track lane with no passing bays it is preferable for any gate(s) to be situated at least 5m back from the carriageway edge in order to avoid vehicles waiting on the carriageway. However, in this case the gate is shown to be a sliding 'electric gate,' that can be opened on approach to the site, therefore any undue waiting on the highway to a degree that would affect traffic is avoided. The sliding gate ensures the present parking area remains available

4 Blunsdon Parish Council: Object as the plans represent an over intensification of the plot when considered alongside other outstanding applications. There is already consent in place S/16/1565 for an extension, S/HOU/19/0282 for an Annexe – also due to be heard at this Planning Committee.

#### Planning Considerations:

##### 5 Relevant Policy:

Adopted Swindon Borough Local Plan 2026 (2015):

- Policy DE1 (High Quality Design)
- Policy TR2 (Transport and Development)

Supplementary Planning Documents

- Adopted SPD Residential Extensions and Alterations (2011)
- Adopted DCGN Technical Guidance on Parking Standards (2007)

National Planning Policy Framework (NPPF) 2019

#### Considerations:

6 The main issues to be considered are the design and appearance of the proposal in relation to the host dwelling and surrounding area and the impact upon the neighbour's amenity.

#### Visual impact:

7 The development – replacement garage, link extension and 1.8m high boundary wall (block and render to match the dwelling) is of a design and appearance that would not harm the character or appearance of the host property or the area in which

it is situated. Whilst the extension will increase the footprint, this will link the garage to the dwelling with a single storey addition.

Residential amenity:

8 The proposal would maintain the amenity of adjoining neighbours and would not result in any overlooking or loss of light or privacy nor will it have a visual dominance to a degree that would be harmful to visual amenity contrary to the approved policies. This is due to it being a replacement of an existing garage and a single storey link. Planning permission S/16/1565 was granted in October 2016 to extend and add another storey to this dwelling, this has not yet been implemented. The permission expires in October 2019.

Response to Parish Council concerns:

9 The proposal is a modest extension to the main house and it is not considered that it would have any significant or adverse impact on any surrounding properties or the amenity of the area it is located. Further whilst the parish council have raised concerns of 'over intensive' regarding the amount of extensions at this large detached plot, they have not justified or explained this concern nor have they identified any harm arising from this application, as the local planning authority is required to do.

Community Infrastructure Levy:

10 The Council adopted a Community Infrastructure Levy (CIL Charging Schedule) on 26th March 2015 and became effective on 6th April 2015. All relevant planning applications determined on or after this date will be subject to the consideration of CIL. The floorspace of the extension(s) do not exceed 100sqm and therefore the proposal is not CIL liable development.

Concluding Comments:

11 The development is not considered to be in conflict with local or national policy and is considered acceptable.

Recommendation:

12 That planning permission be GRANTED with conditions

#### **Conditions/Reasons**

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990.

2. The development hereby permitted shall be constructed using external facing materials that match and correspond with those of the existing building. Such facing materials shall be retained thereafter in their approved form.

Reason: To ensure that the appearance of the development is satisfactory.

3. This approval shall be in respect of site plan and drawing no. 19/022 (i), 19/022(ii) and a site plan received by the Local Planning Authority on 11 March 2019.

Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.

### **Informatives**

1. CIL - Reg. 42 Exemption for Minor development: Whilst the development generates a net gain in floor space and is Community Infrastructure Levy (CIL) liable, it is exempt from CIL liability under CIL Regulation 42, as it constitutes minor development for the purposes of calculating CIL liability because the proposed extensions floorspace is below 100 sq m GIA. However, given the other additions proposed at this property, should the cumulative new floorspace exceed 100 sq m then CIL may be payable. You are advised to seek advice.

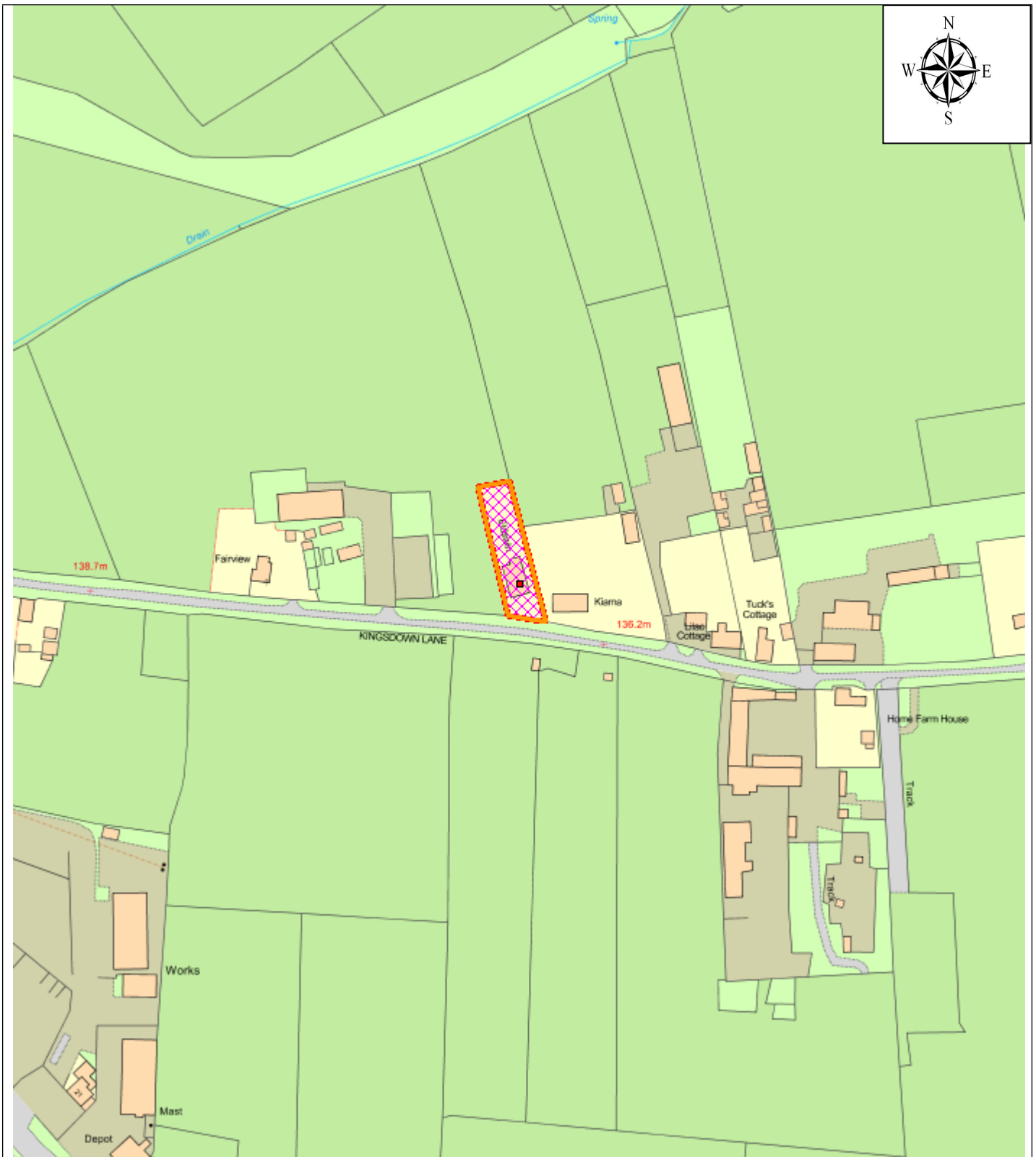


## Agenda Item 13

Application Number S/HOU/19/0282

Proposal Erection of a detached single storey annex to rear.

Location: Eldswyn Kingsdown Lane Blunsdon Swindon SN25 5DL

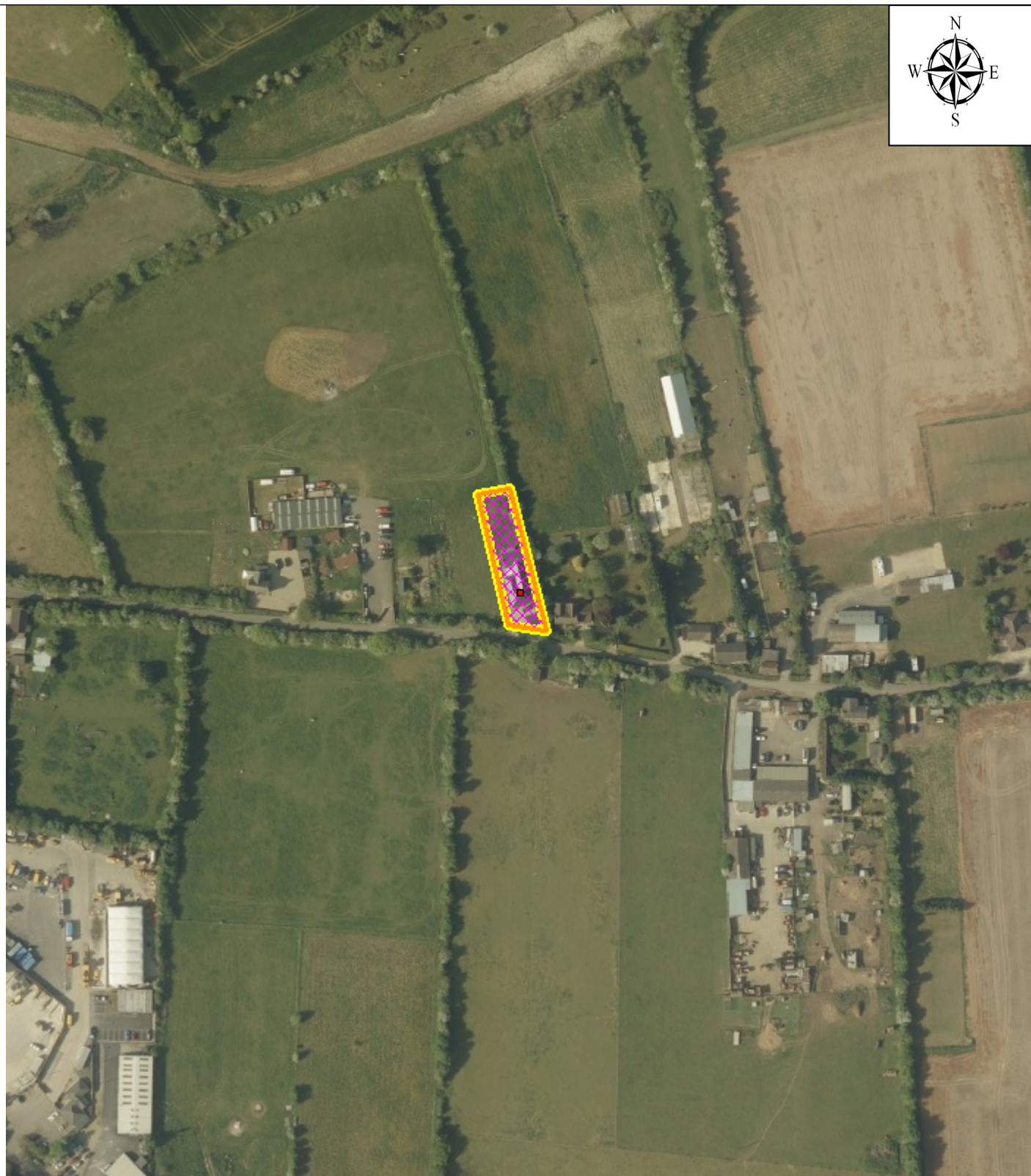


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Application Number S/HOU/19/0282  
Proposal Erection of a detached single storey annex to rear.  
Location: Eldswyn Kingsdown Lane Blunsdon Swindon SN25 5DL



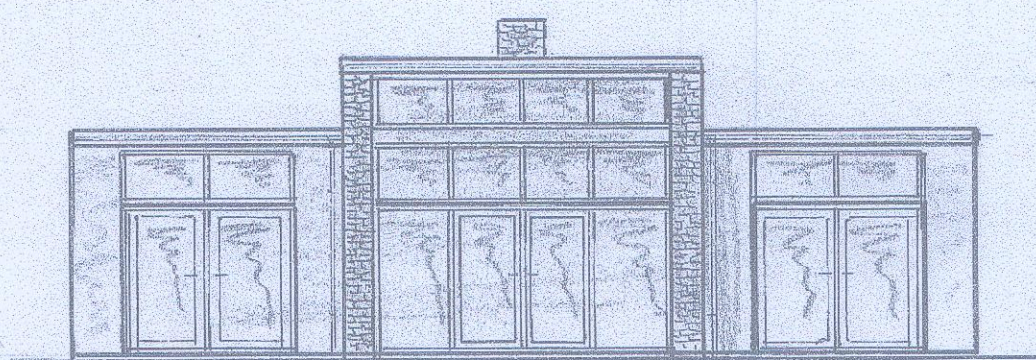
This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

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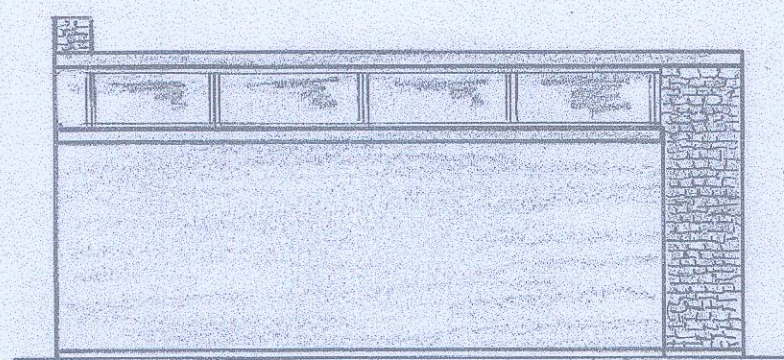
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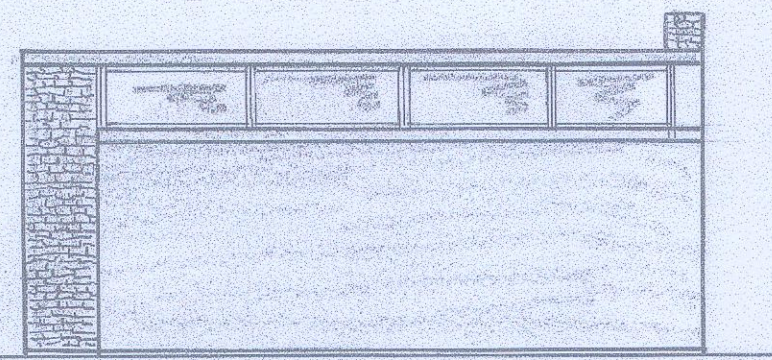
NOTES:  
All dimensions must be checked on site and not scaled from this drawing.



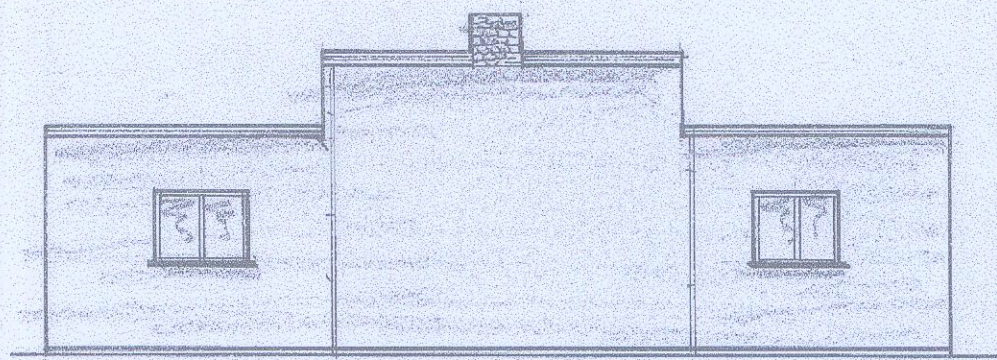
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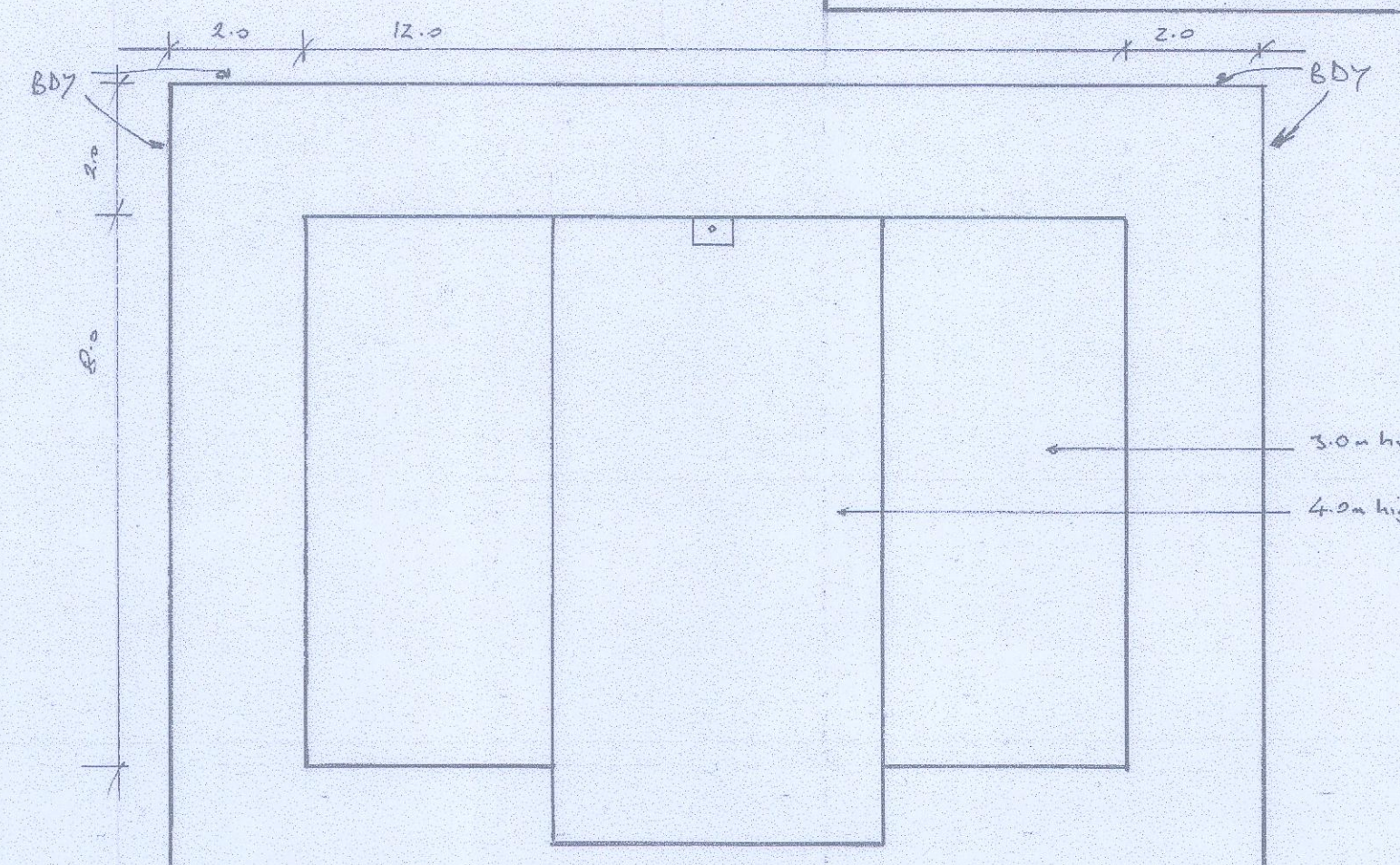
SIDE ELEVATION



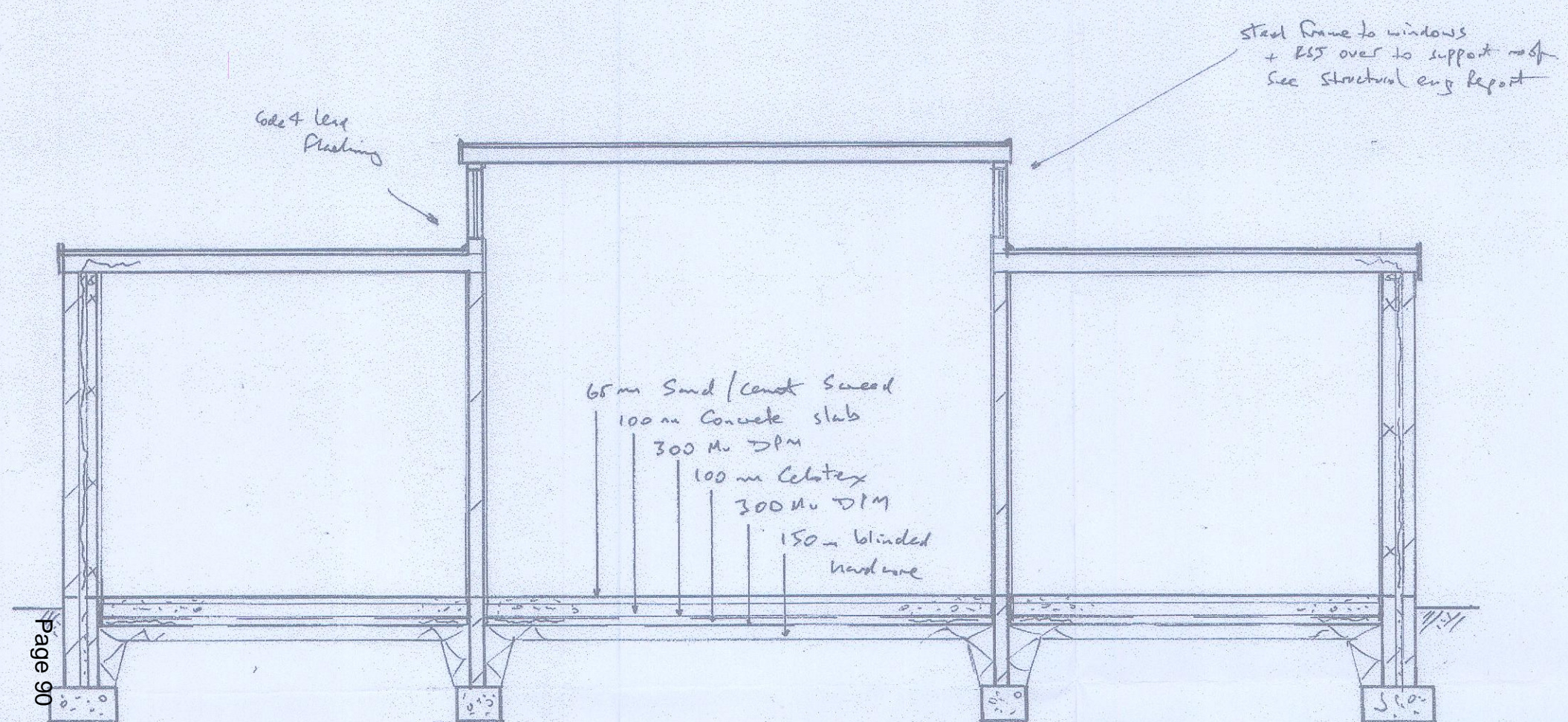
SIDE ELEVATION



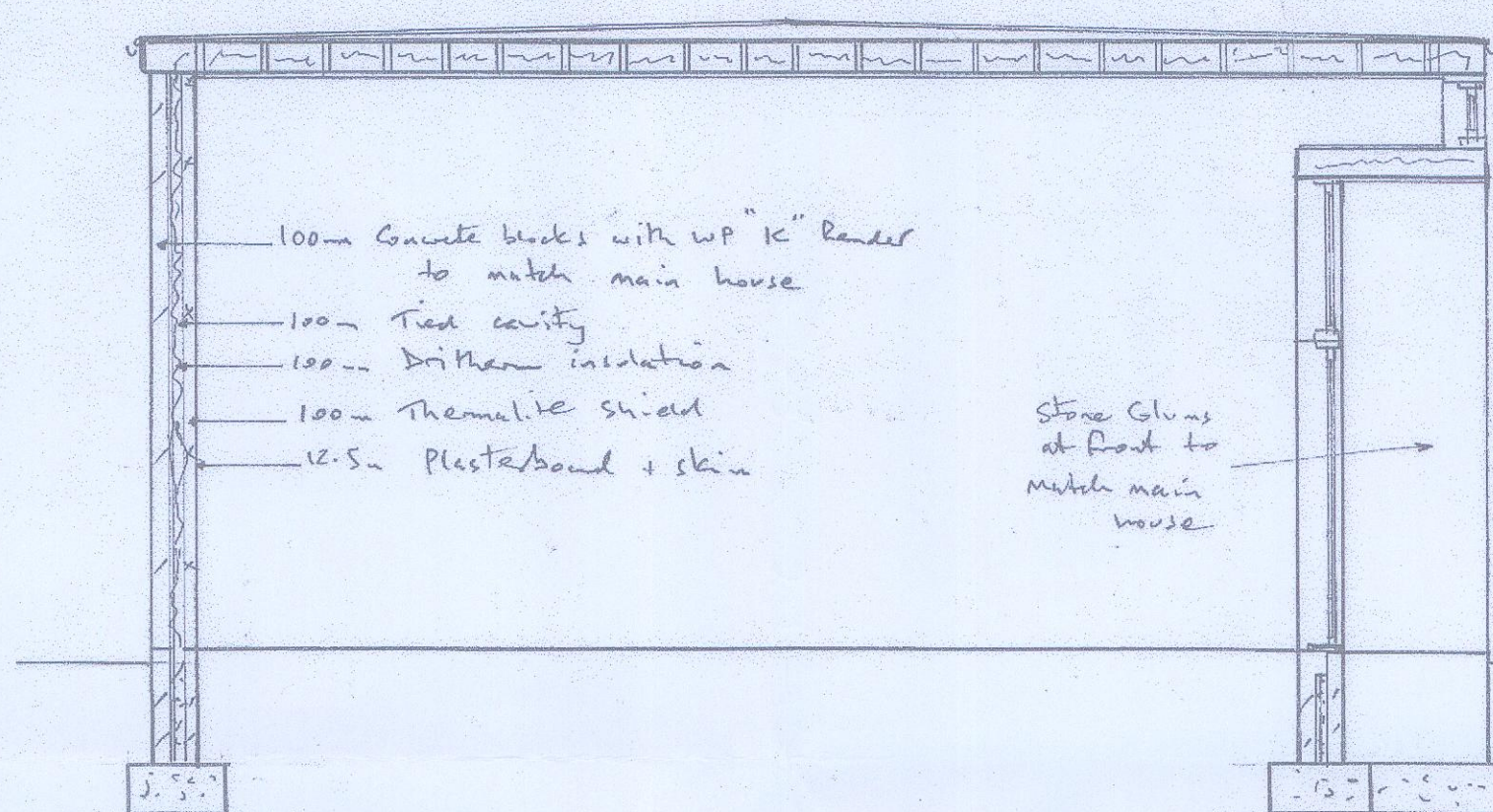
REAR ELEVATION



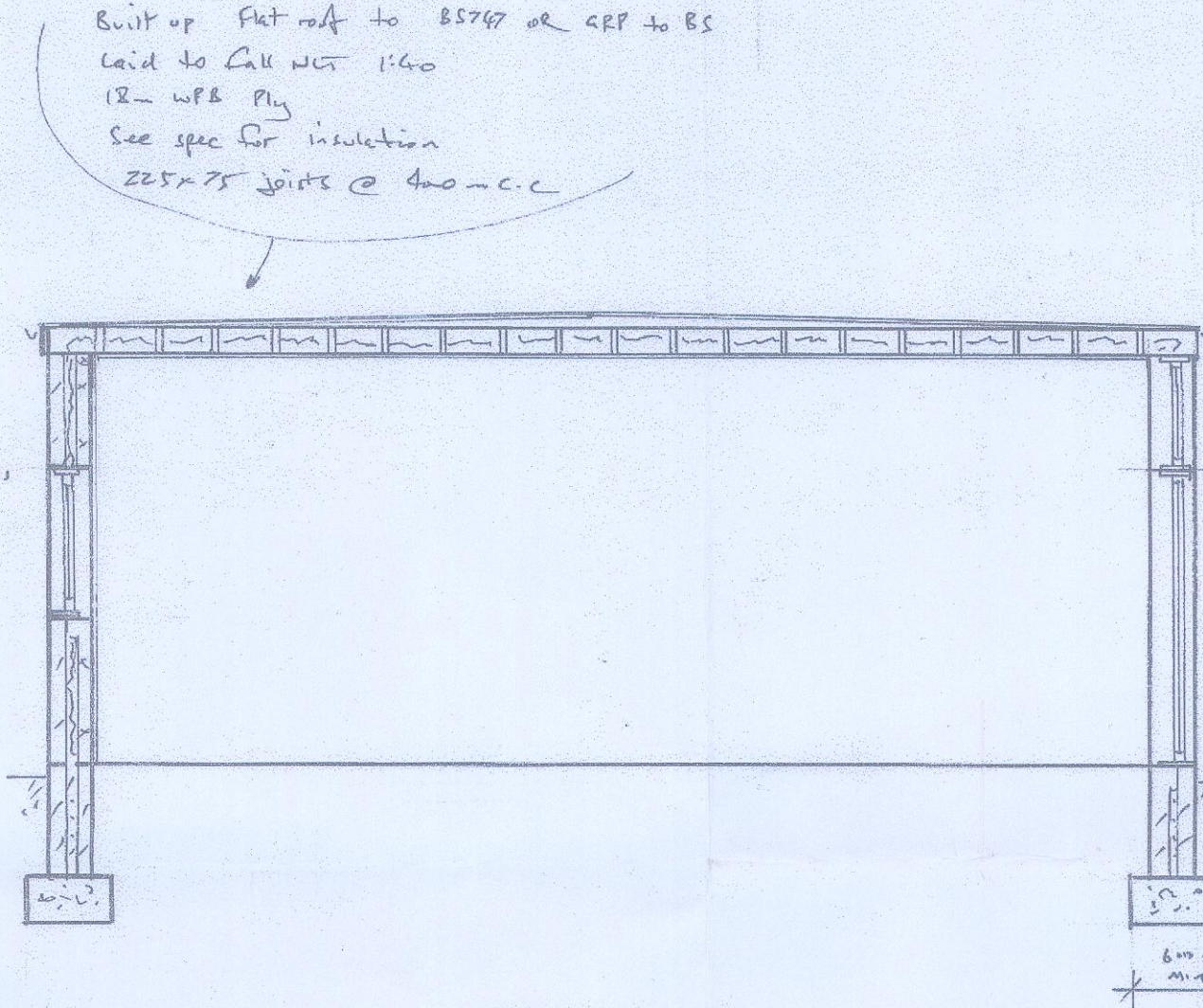
ROOF PLAN



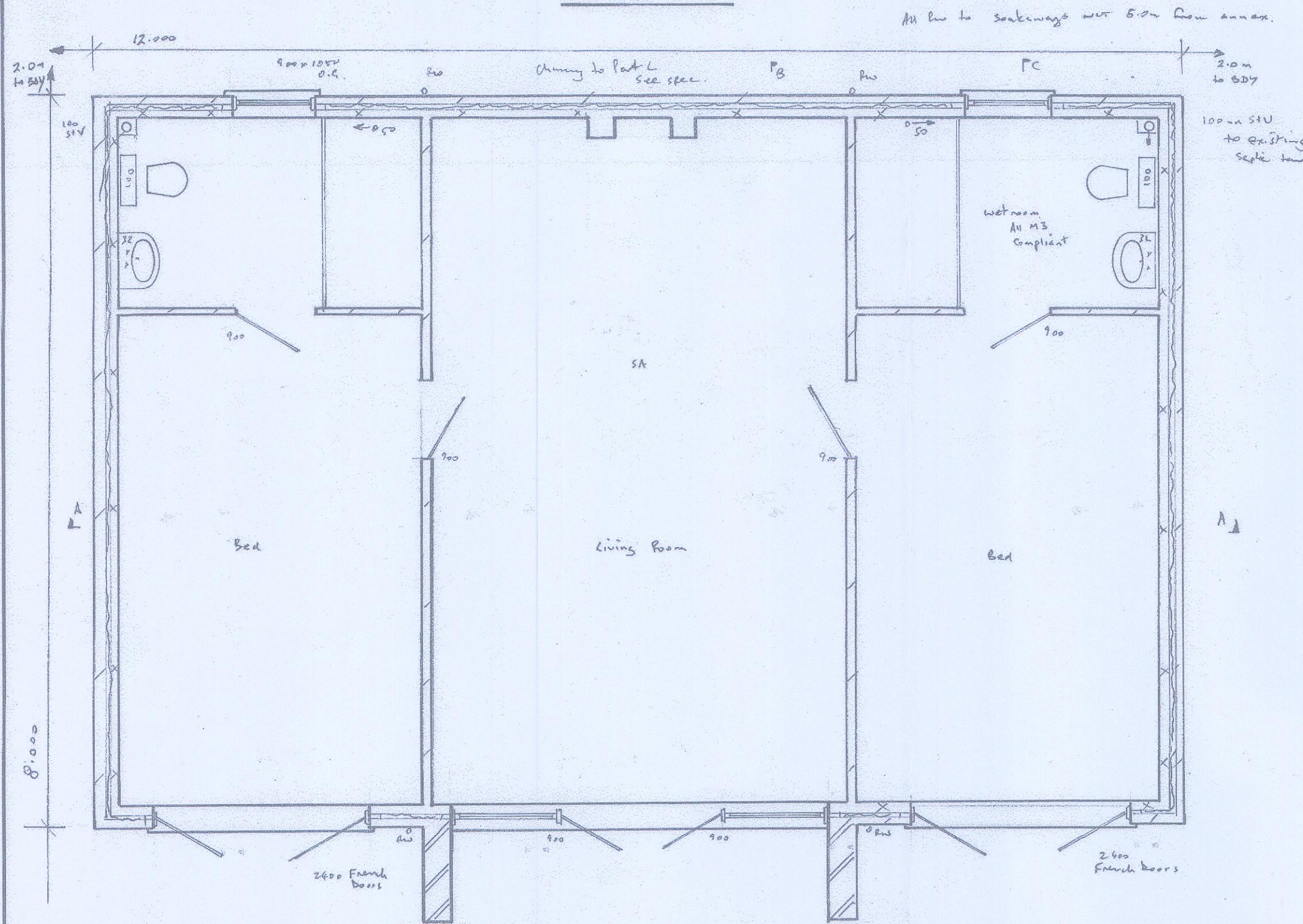
SECTION A-A



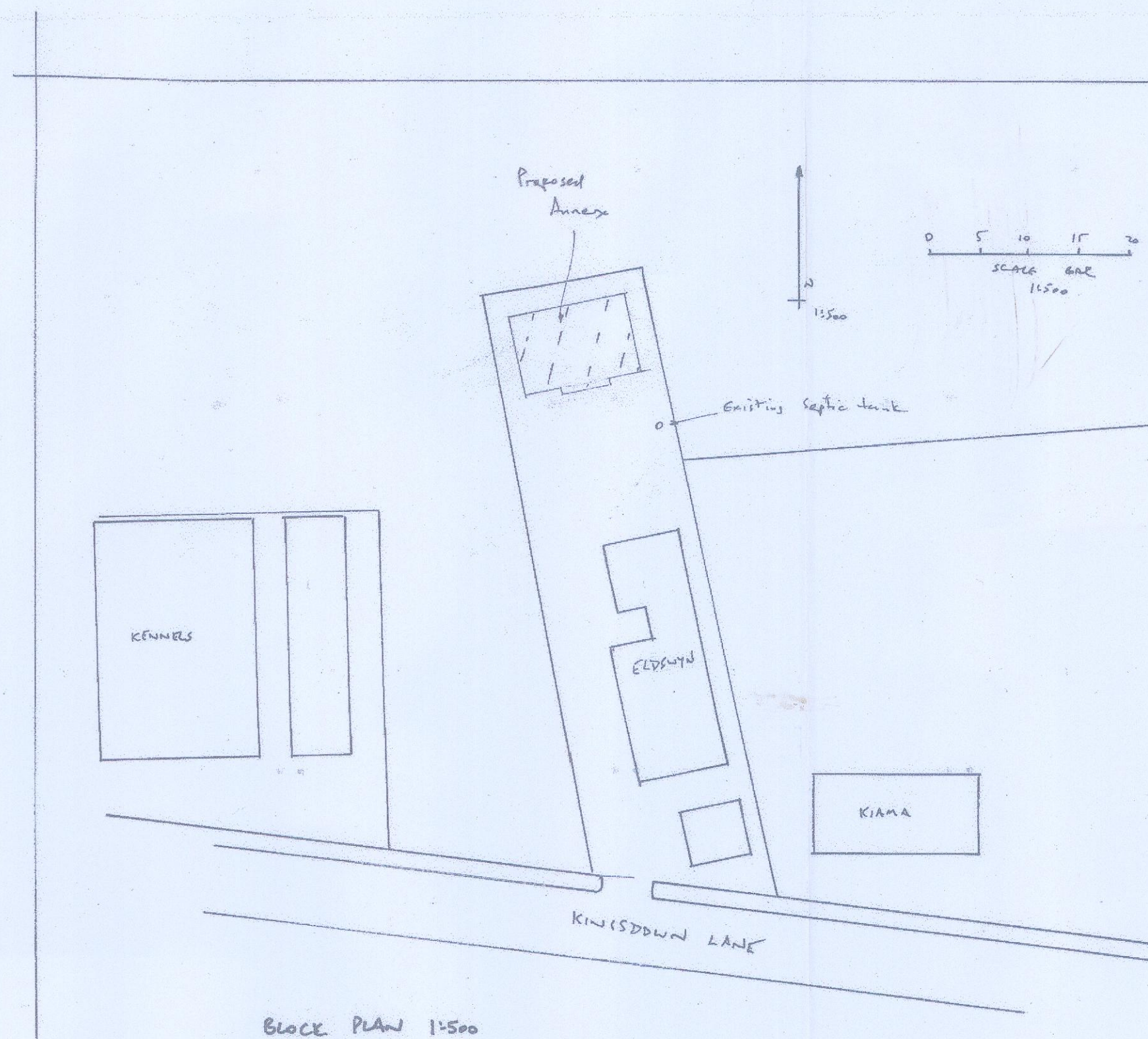
SECTION B-B



SECTION C-C

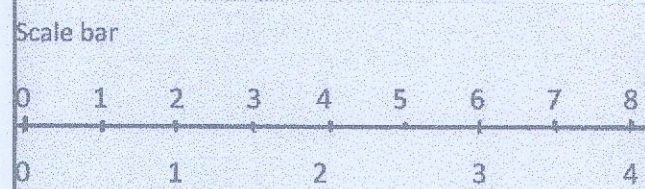


PLAN



BLOCK PLAN 1:500

A	Date	Revisions



For building regulation purposes these plans are to be read in conjunction with the written specification and structural report.

**KEECH DESIGN SERVICE LTD**  
**1 HARBOUR CLOSE SWINDON**  
**07778 324228**  
**ROBERT.KEECH@NTLWORLD.COM**

Job Title

20 FEB 2019  
S11001910287

Drawing Title  
**DETACHED ANNEX IN REAR GARDEN AT ELDON KINGSDOWN LANE SWINDON SN25 5DL**

Scale 1:50 1:100 1:500

Date FEB 2019 Drawn by

Drg No. 19/009 Rev.



## COMMITTEE REPORT

**Item Number:**

**Ward:** Blunsdon And Highworth

**Application Number:** S/HOU/19/0282

**Parish:**  
Blunsdon

**Proposal:** Erection of a detached single storey annex to rear.

**Location:** Eldswyn, Kingsdown Lane, Blunsdon

**Agent:**

Mr R Keech  
1 Harbour Close  
Moredon  
Swindon  
SN25 3DL

**Applicant:**

Mr M Lane  
Eldswyn  
Kingsdown Lane  
Blunsdon  
Swindon  
SN25 5DL

### Officer Report

**Background:**

This proposal has been requested to be determined by planning committee by Blunsdon Parish Council as it is an over intensification of the site, it is self-contained and there is insufficient room for a cesspit. Also at this planning committee is application S/HOU/19/0399 – for the erection of a replacement garage linked to main house and new 1.8m high boundary wall and fence.

That planning permission be GRANTED with Conditions

**The Proposal:**

1 The application proposes a detached annex in the rear garden, with 2 bedrooms but no kitchen facilities.

**The Site and Surroundings:**

2 The existing property is a detached bungalow with planning permission to add a first floor extension (S/16/1565).

**Representations:**

3 Blunsdon Parish Council Comments: PC agreed to object as the design of the proposal is unacceptable with the glass South facing wall. There are no kitchen facilities, therefore not self-contained. The proposal is an over intensification of the plot



and is not in keeping with surrounding area. Finally, there is no room for additional cesspit facilities.

#### Planning Considerations:

##### 4 Relevant Policy:

Adopted Swindon Borough Local Plan 2026:

- Policy DE1 (High Quality Design)
- Policy TR2 (Transport and Development)

Supplementary Planning Documents

- Adopted SPD Residential Extensions and Alterations (2011)
- Adopted DCGN Technical Guidance on Parking Standards (2007)

National Planning Policy Framework (NPPF)

#### Considerations:

5 The main issues to be considered are the design and appearance of the proposal in relation to the host dwelling and surrounding area and the impact upon the neighbour's amenity.

#### Planning Considerations:

Policy DE1 requires high quality standards of design for all types of development.

6 The annex would have a modern appearance which is in keeping with the existing dwelling. The height of the proposed annex is 3.9m and is a flat roof with two lower wings to the each side. The height is not considered to have an adverse impact on the area which is set back within the back garden of the property, enclosed by hedges.

7 The purpose of the annex is to accommodate the dependent relative of the occupier of the host dwelling. The annex would not have a kitchen area or utility room and as such, the occupiers would be reliant upon the host dwelling for preparing meals and washing clothes. It can be conditioned that the annex be maintained as ancillary accommodation and not be occupied as an independent unit, on the basis that it is not considered that the site could accommodate two independent units as that would result in a poor relationship.

8 Policy DE1 requires good design which creates a good standard of living for occupiers of the building in respect of amenity, accessibility, safety and security. The annex would have openings to the bedroom and living space which allows an adequate level of natural light to enter the living spaces. There would also be sufficient outlook from the main living space. The proposed footprint of the annex would allow adequate external amenity space to remain, for the benefit of the occupiers of the host dwelling and annex.

9 Access to the annex would be via the existing dwelling and garden.

10 Policy DE1 requires the amenity of existing neighbours is protected in respect of light, privacy, noise, disturbance and smell. Considering the single storey form of the annex, the proposal is not considered to create unacceptable overlooking or loss of privacy to neighbouring properties in accordance with Policy DE1 and the Residential



Extensions and Alterations SPD (2011). The annex is not considered to be excessive in height and would not create unacceptable loss of light to neighbouring properties, nor appear visually overbearing. It would not have an adverse impact upon the visual amenity of the area in which it is located.

#### Highways:

11 Swindon Borough Council's adopted Parking Standards (2007) requires a single family dwelling to provide 2 parking spaces measuring 2.4 x 4.8 metres. The host property already accommodates more than 3 vehicles to the front of the dwelling house on the existing driveway in addition to a garage, satisfying the adopted Parking Standards (2007). Overall, the proposal complies with the Parking Standards (2007) and Policy TR2.

#### Parish Council concerns:

12 The main property is within a substantial plot where there is adequate space for the proposed annex at the rear of the garden. For a domestic annex to be considered acceptable, there should be a functional relationship between the main house and the annex which the accommodation provides. Whilst the parish council have raised concerns of 'over intensive' regarding the amount of extensions at this large detached plot, they have not justified or explained this concern nor have they identified any harm arising from this application, as the local planning authority is required to do. In respect of foul drainage, the Parish council comment that they believe there is inadequate lack of space for the proposed cesspit. There is no evidence available to suggest that an adequate system for dealing with waste from this building could not be achieved (whether or not via the intended method). Nevertheless an appropriate condition is proposed to ensure that an acceptable drainage solution is provided.

#### Community Infrastructure Levy:

13 The Council adopted a Community Infrastructure Levy (CIL Charging Schedule) on 26th March 2015 and became effective on 6th April 2015. All relevant planning applications determined on or after this date will be subject to the consideration of CIL. The proposed annex is not considered to be an independent residential unit for CIL purpose as it does not have kitchen facilities. The floorspace of the extensions do not exceed 100sqm and therefore the proposal is not CIL liable development.

#### Concluding Comments:

14 The proposed development is acceptable in terms of its scale, siting and design and would not create adverse harm to the character of the surrounding area. The annex would provide an acceptable standard of living for the future occupiers and there would be no adverse harm to neighbouring amenity. There is no highway based objection to the proposal. However, the annex should remain as ancillary accommodation to the host dwelling and due to the relationship of the annexe to the host dwelling, it is not considered to be suitable for occupation as an independent residential unit. This element can be conditioned. The proposal complies with Policy DE1 and TR2 of the Swindon Borough Council Local Plan, the Residential Extensions and Alterations SPD (2011), the adopted Parking Standards (2007) and the provisions of the NPPF.



Recommendation:

That planning permission be GRANTED with conditions.

### **Conditions/Reasons**

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the requirements of Section 91 (1) of the Town & Country Planning Act 1990.

2. The accommodation to be provided within the annex hereby approved shall remain as permanently ancillary accommodation to the principal dwelling at Eldswyn, and shall be occupied only by persons of the same household and the building shall not be let or rented to any other person(s). There shall be no subdivision of this single residential planning unit.

Reason: The site is unsuitable to accommodate an additional residential unit

3. The development hereby permitted shall be constructed using external facing materials that match and correspond with those of the existing building. Such facing materials shall be retained thereafter in their approved form.

Reason: To ensure that the appearance of the development is satisfactory.

4. This approval shall be in respect of site plan and drawing no. 19/009 received by the Local Planning Authority on 20 February 2019.

Reason: To define the scope of the development hereby permitted, in accordance with section 72 of the Town and Country Planning Act 1990.

5. Notwithstanding the submitted details, work for the construction of the annexe shall not commence until a scheme for the disposal of surface and foul water has been submitted to and approved in writing by the LPA. The development shall take place in accord with the details so approved.

Reason: To ensure adequate provision is made for drainage, in the interests of amenity.

### **Informatives**

1. CIL - Reg. 42 Exemption for Minor development: Whilst the development proposed generates a net gain in floor space and is Community Infrastructure Levy (CIL) liable, it is exempt from CIL liability under CIL Regulation 42, as it constitutes minor development for the purposes of calculating CIL liability because the proposed



extensions floorspace is below 100 sqm GIA. However, given the other additions proposed at this property, should the cumulative new floorspace exceed 100 sq m then CIL may be payable. You are advised to seek advice.



Application Number S/HOU/19/0492

Proposal Erection of a two storey extension.

Location: North Farm Barn South Side 2A Trenchard Road Stanton Fitzwarren Swindon



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Application Number S/HOU/19/0492

Proposal Erection of a two storey extension.

Location: North Farm Barn South Side 2A Trenchard Road Stanton Fitzwarren Swindon

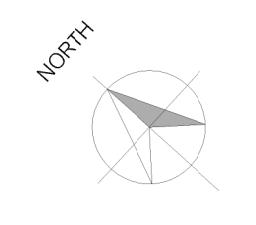
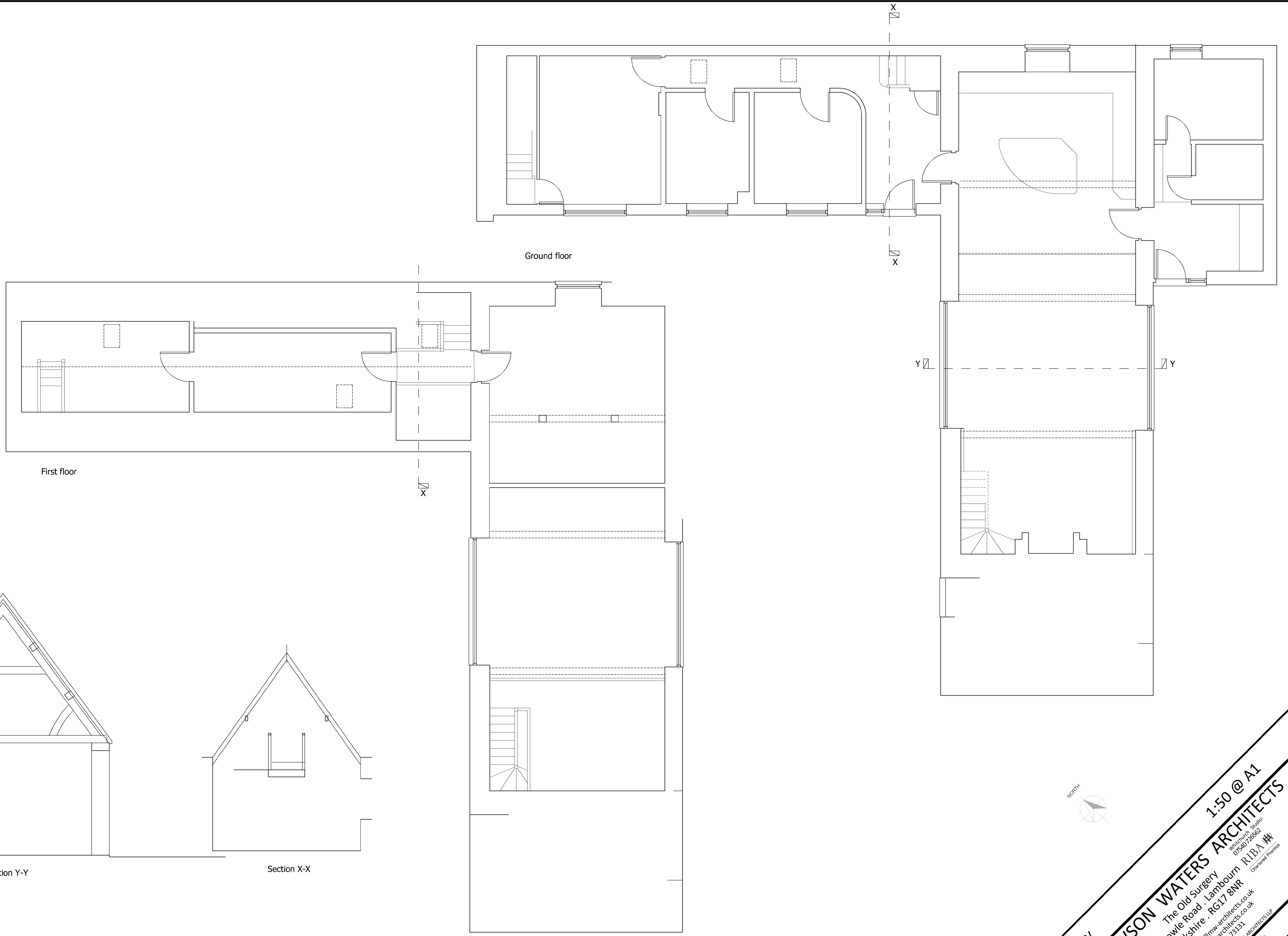


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PROJECT

# North Farm Barn, Stanton Fitzwarren

REVISION	DATE	AMENDMENTS
0	1	2
1	2	3
2	3	4
3	4	5

SCALE BAR - 1:50

Survey

**MATHEWSON WATERS ARCHITECTS**

1:50 @ A1

The Old Surgery  
Crowle Road · Lambourn  
Berkshire · RG17 8NR

enquiries@mw-architects.co.uk  
www.mw-architects.co.uk

01380 721594  
01488 23131

1694.03

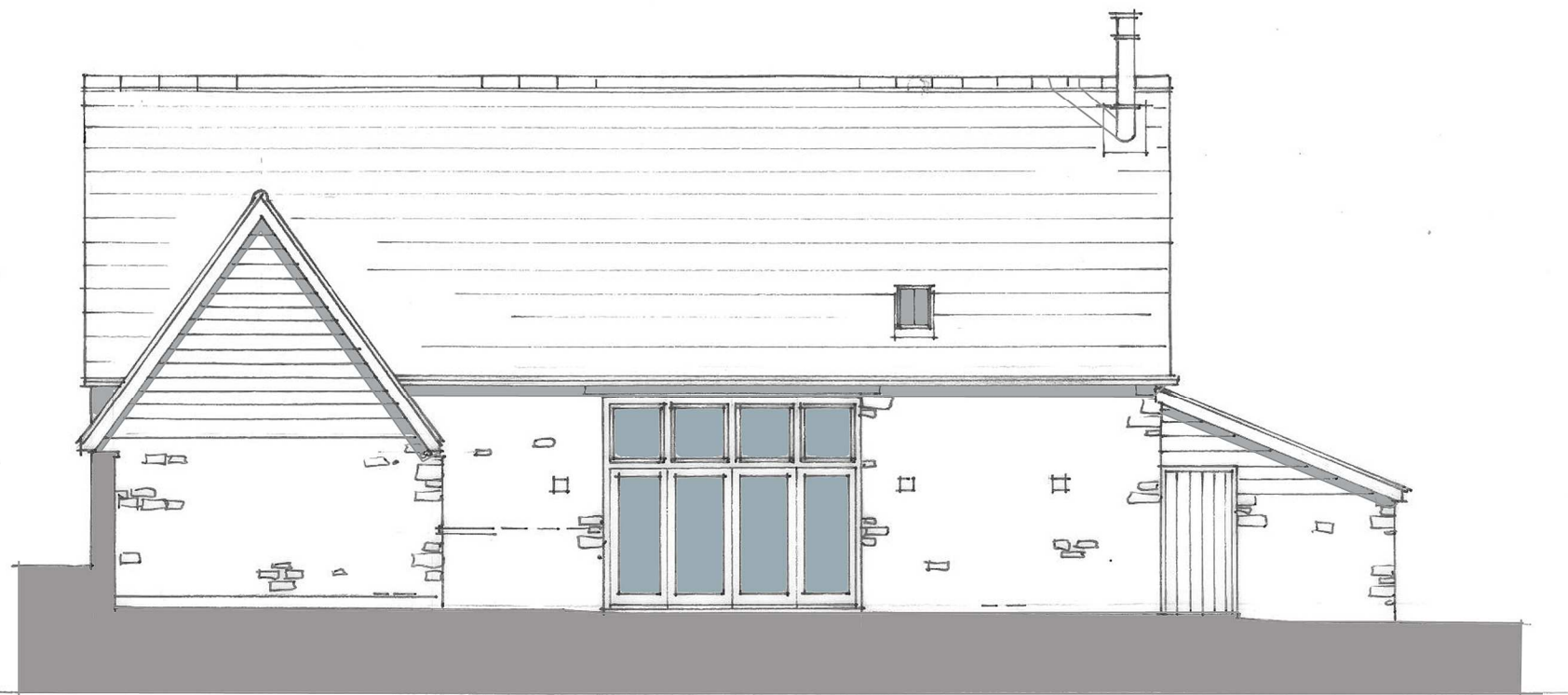
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SOUTH - WEST ELEVATION



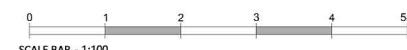
NORTH - WEST ELEVATION

PROJECT

North Farm Barn, Stanton Fitzwarren

REVISION DATE

AMENDMENTS



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Existing elevations

**MATHEWSON WATERS ARCHITECTS**

1:100 @ A3

The Old Surgery  
Crowle Road - Lambourn  
Berkshire - RG17 8NR

entquiries@mw-architects.co.uk  
www.mw-architects.co.uk

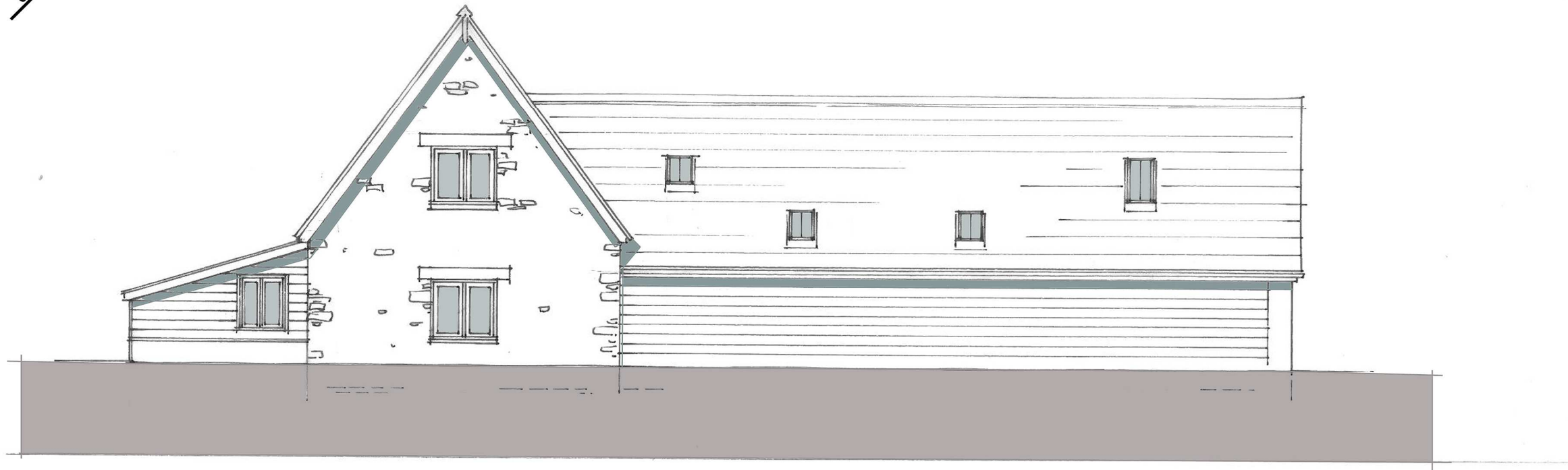
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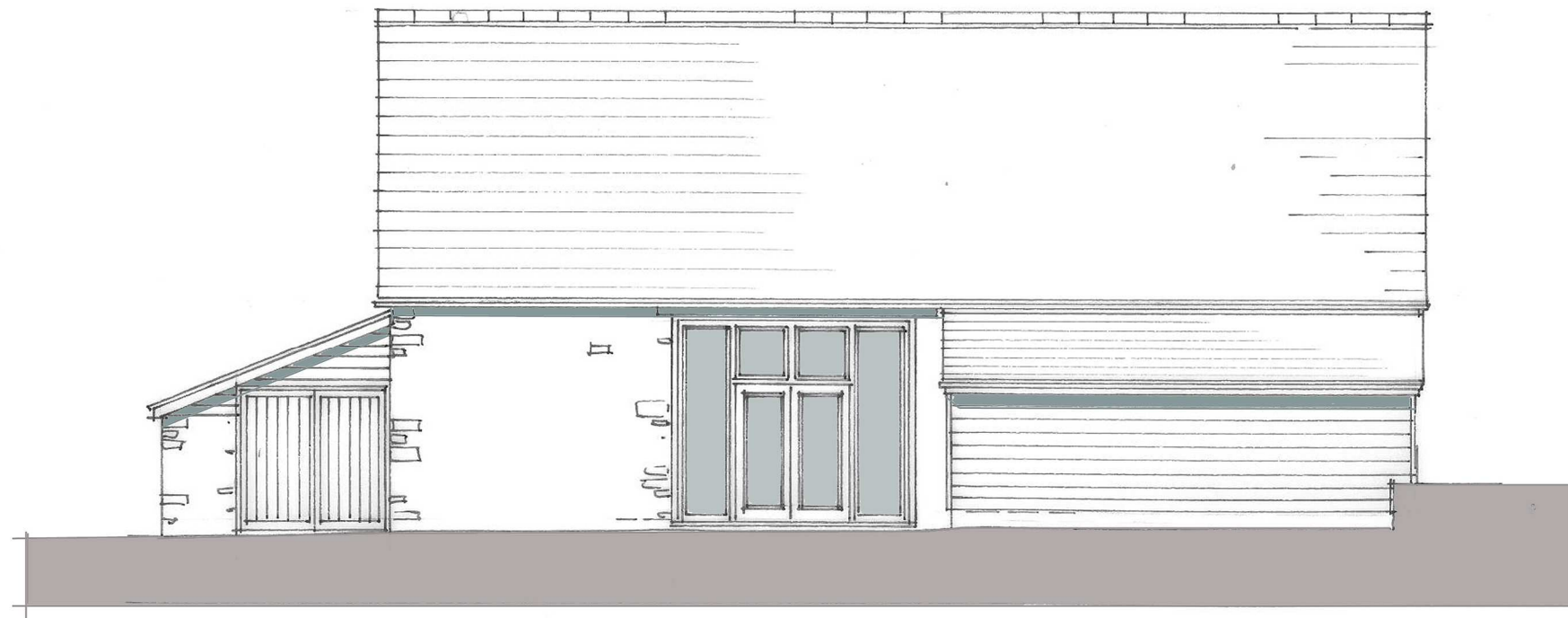
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HW





NORTH - EAST ELEVATION



SOUTH - EAST ELEVATION





SOUTH - WEST ELEVATION



NORTH - WEST ELEVATION

PROJECT

North Farm Barn, Stanton Fitzwarren

REVISION DATE

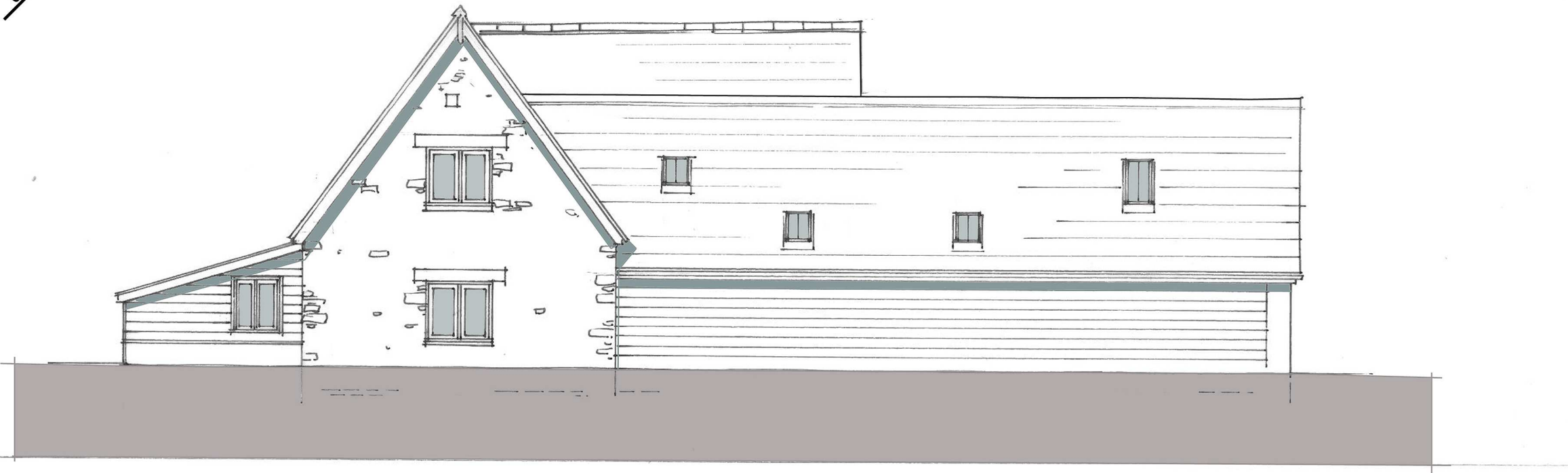
AMENDMENTS



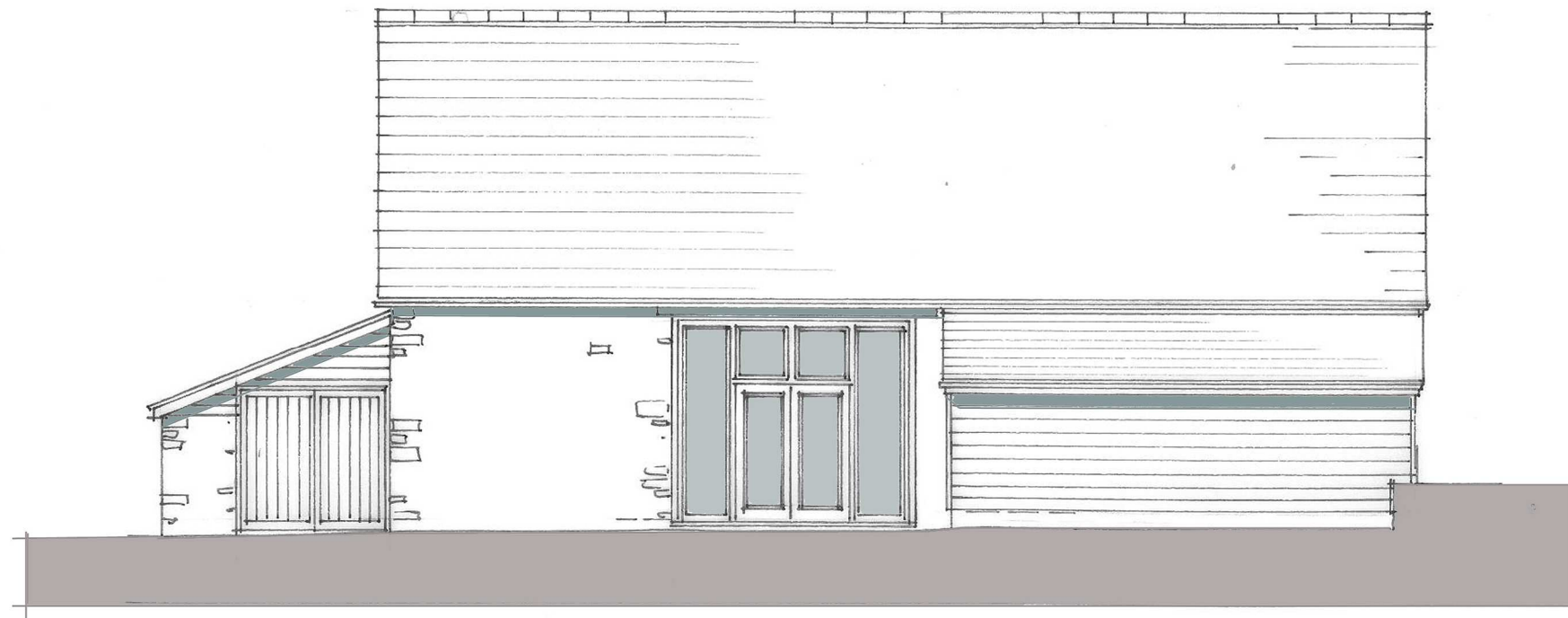
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proposed elevations  
**MATHEWSON WATERS ARCHITECTS**  
1:100 @ A3  
The Old Surgery  
Crowle Road - Lambourn  
Berkshire - RG17 8NR  
enquiries@mw-architects.co.uk  
01888 73131  
www.mw-architects.co.uk  
RIBA #  
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1694.13





NORTH - EAST ELEVATION



SOUTH - EAST ELEVATION  
(Unchanged)





## COMMITTEE REPORT

**Item Number:**

**Ward:** Blunsdon And Highworth

**Application Number:**  
S/HOU/19/0492/RM

**Parish:** Stanton Fitzwarren

**Proposal:** Erection of a two storey extension.

**Site Location:** North Farm Barn, South Side, 2A Trenchard Road

**Agent:**

Mr Howard Waters

The Old Surgery

Crowle Road

Lambourn

Hungerford

RG17 8NR

**Applicant**

Mr P McNally

North Farm Barn

Trenchard Road

Stanton Fitzwarren

Swindon

SN6 7RZ

### Officers Report

#### Background

Stanton Fitzwarren Parish Council: request the application is considered by planning committee if the application is to be refused.

That planning permission be **REFUSED**.

#### 1 The Proposal:

1.1 It is proposed to erect a two storey extension which would infill the joining of the two barn buildings which currently form an L-shaped footprint. The proposal would involve the erection of a two storey projection from the north-west two storey elevation separated from the smaller barn with a pitched and gabled roof with a ridge height taller than the smaller connecting barn. A two storey projection would then infill the



space with a roof running parallel to the north-west facade of the two storey building and connecting with the ridge height of the smaller barn.

1.2 The building is a grade II listed building, it lies to the rear of the existing Farmhouse which is also a Grade II listed building. The building is also within the Stanton Fitzwarren Conservation Area.

## 2 The Site and Surroundings:

2.1 The building is a grade II listed building, it lies to the rear of the existing Farmhouse which is also a Grade II listed building, in separate ownership. The building is also within the Stanton Fitzwarren Conservation Area.

## 3 Representations:

3.2 1 Neighbour objection: The first floor bedroom window will overlook the back garden and due to the way the sun sets, we have a seating area at the rear of the rear of the garden. Restrict privacy and unhappy with the proposed size and location of the bedroom window.

### 3.2 Stanton Fitzwarren Parish Council Comments:

The PC support the application but would propose that the fenestration of the window is reduced. In addition, there is concern that the extension would overlook the neighbour's property/garden and would suggest that a screening condition.

2nd comments: The Parish Council advise that the extension would not be visible from the house of the neighbour, but would overlook the end of the garden. Discussions with the neighbour have taken place.

3.3 Following agreement between the applicant and the neighbour would it be suitable to add a condition for the applicant to add to his boundary wall with a screen or planting to screen the gap?

### 3.4 Conservation Officer: Expresses concerns.

Paragraph 127 of the NPPF, policies DE1, DE5 and EN10 of the local plan are relevant, when looking to undertake development, need to look at a surrounding context, setting, its character and particularly how the works affect the character and appearance of the surrounding heritage assets and how the works reinforce local character and distinctiveness.

3.5 The Historic England Guidance on traditional farm buildings seeks that developments "Retain existing historic openings and minimise alterations to prominent and significant external elevations, through careful attention to internal planning and how and where to introduce or borrow light. The size, proportion and detail of window and door design and materials has a major impact on overall appearance".

3.6 Whilst the building has been converted into residential use, important historic openings such as the full width opening to the threshing floor have been maintained. Whilst attempts have been made to retain this historic opening by placement of a similar opening at the front of the proposed extension, the extension completely alters



how the historic form and function of the building is read by the addition of 'fake heritage' which has little relationship to the existing structure.

3.7 Whilst the values which make up the significance are assessed in the Heritage Statement, there is a clear misunderstanding of how the values determine significance. It appears that there is confusion between how to assess setting and the conservation area as the heritage statement appears to judge setting as a Heritage Asset, which it is not and restricts the assessment of the Conservation Area to views from the public realm alone which is not a holistic approach as advocated by Historic England. The Heritage Statement contains a number of flaws and in the conservation officers opinion does not show a robust understanding of significance.

3.8 The proposed works would be an incongruous feature to the existing building which overcomplicates the design of this simple and functional building. The overcomplicated design also elevates the status of the building from a subservient and functional barn to be competing with the scale of the farmstead to the front. The building was specifically designed to form a courtyard of subservient agricultural barns to the rear of the farmhouse and its design, layout and openings are evidence of this. The covering of an important historic opening with a new projection would mean the L-shaped floorplan is lost with the junction being infilled by development which has an awkward juxtaposition with the existing building. The extension adds two different roof forms, one of which is taller than the single storey component with part of the extension joining onto the ridge of the existing building.

3.9 The proposed extension overcomplicates the design and is an alien feature that detracts from how the building is experienced in this agricultural context.

3.10 The scheme would result in an unnecessary visual intrusion which would not reinforce local character or local distinctiveness and be contrary to policies DE1 and EN10 of the Swindon Local Plan and paragraph 127 of the NPPF.

#### 4 Planning Considerations:

##### Relevant Policy

4.1 The proposal must be assessed against the relevant development plan policies unless material considerations indicate otherwise. The Development Plan consists of the National Planning Policy Framework (NPPF) and the adopted Swindon Borough Local Plan 2026 (2015). The Planning Practice Guidance web-based resource (2014) and the Planning (Listed Building and Conservation Area) Act 1990 are also of relevance.

The Swindon Borough Local Plan 2026 was adopted on the 26th March 2015. The proposal will be assessed against the Local Plan Policies:

EN10: 'Historic Environment and Heritage Assets' and 'DE1: 'High Quality Design'

##### Other Policy/ Guidance

4.2 Conservation Principles Policies and Guidance for the Sustainable Management of the Historic Environment: English Heritage (2008)



- o Historic environment Good Practice Advice Notes 2, and 3
- o Swindon Residential extensions SPD
- o Wiltshire and Swindon Farmstead Guidance
- o Historic England Farms, Buildings and Traditional Farmsteads Guidance 2017
- o Historic England Advice Note 9 Adapting Traditional farm buildings 2017

## National Policy

4.3 The Planning (Listed Building and Conservation Areas) Act 1990 (The Act) states that in considering whether 'to grant listed building consent for any works the local planning authority or the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'.. S.16(2). Similarly the Act notes that "In considering whether to grant planning permission for development which affects a listed building or its setting, the local planning authority or, as the case may be, the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'" S.66(1).

4.4 The NPPF (2018) states: 'In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary' (Paragraph 189).

4.5 In addition Paragraph 192 of the NPPF notes 'In determining planning applications, local planning authorities should take account of:

- a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- b) the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
- c) the desirability of new development making a positive contribution to local character and distinctiveness.

4.6 Paragraph 194 states "Any harm to, or loss of, the significance of a designated heritage asset (from its alteration or destruction, or from development within its setting), should require clear and convincing justification."

4.7 Paragraph 196 states: "Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use."

4.8 Significance (for heritage policy) is defined in the NPPF as:

The value of a heritage asset to this and future generations because of its heritage interest. The interest may be archaeological, architectural, artistic or historic. Significance derives not only from a heritage asset's physical presence, but also from its setting.



## Local Policy

4.9 Swindon Borough Local Plan 2026 (2015) Policy EN10: 'Historic Environment & Heritage Assets' states:

Swindon Borough's historic environment shall be sustained and enhanced. This includes all heritage assets including historic buildings, conservation areas, historic parks and gardens, landscape and archaeology.

4.10 Proposals for development affecting heritage assets shall conserve and, where appropriate, enhance their significance and setting. Any harm to the significance of a designated or non-designated heritage asset, or their loss, must be justified. Proposals will be weighed against the public benefits of the proposal, whether it has been demonstrated that all reasonable efforts have been made to sustain the existing use, find new uses, or mitigate the extent of the harm to the significance of the asset; and whether the works proposed are the minimum required to secure the long term use of the asset.

4.11 Any alterations, extensions or changes of use to a listed building, or development in the vicinity of a listed building, shall not be permitted where there will be an adverse impact on those elements which contribute to their special architectural or historic significance, including their setting.

4.12 Policy DE1 requires high quality design including context and character in respect of existing built characteristics and acknowledged features of importance and seeks to ensure that occupiers of existing properties are not unacceptably affected by new development in terms of light, privacy, outlook noise and disturbance.

## Considerations

4.13 The main consideration in determining this submission is the impact upon the listed building and its setting.

## Historic Environment Considerations

4.14 The barn building is a Grade II listed building along with the adjacent farmhouse.

4.15 A heritage statement is submitted with the application. With regard to the listed building itself, the Heritage Statement assesses the heritage asset, which is a misunderstanding of what 'setting' actually is. The subject building is experienced within the setting of the listed farmhouse because it is part of the greater farmstead and its design and layout reflects this historic relationship of the development of a courtyard behind the farmhouse which is still experienced today. The changing in design of the barn building in the way proposed affects how the barn building is experienced as part of the former agricultural farmstead. Whether it can be seen (as suggested by the heritage statement) misses why this component of the setting is significant to the main farmhouse. The setting of the farmhouse is an important element of the farmhouse's significance, whereby the subject barn forms part of a historic farmstead, of which the farmhouse is the primary building with a subservient farmstead behind. The changes proposed elevate the status of the barn building and



divert from the historic relationship of the barn to the farmhouse and this is why the proposed scheme would be harmful to the significance of the listed farmhouse, via its setting. Whilst significant, the proposal would cause less than substantial harm.

4.16 As discussed in Paragraph 127 of the NPPF, Policy DE1 and EN10 of the Local Plan, and the Residential Extensions SPD, when looking to extend and/or alter properties, need to look at a building's setting, its character and particularly how the massing and scale of the alterations affects the authenticity, significance, character and appearance of the listed building and how the alterations reinforce local character and distinctiveness.

4.17 The Conservation Area Appraisal highlights that the dwellings which make up the settlement front the roadside which continue the strong linear pattern of development with agricultural buildings and historic farmsteads and open land behind which create the distinct identity of the area which in this particular location is largely authentic to the settlement's historic layout and origins. Whilst it is argued in the application documents that the site cannot be seen and accordingly there is not harm, it should be noted that the conservation area covers both public and private realms and the significance is related to how buildings and their relationship with spaces are experienced. It is clear harm caused to the significance of the conservation area, which is predominantly related to its historic, evidential and aesthetic values, as a result of an extension which relates poorly to the form and function of the listed building and how the building is experienced within its agricultural context which detrimentally affect the character and appearance of the conservation area. Whilst significant, it is considered to be 'less than substantial'.

Consideration of harm upon the significance of the listed building and its setting

4.18 Paragraph 196 of the NPPF states that where there is "less than substantial harm", the benefits of the development are weighed against the harm, including the optimum use. The above specified policies of the Swindon Local Plan and accompanying guidance also seek to preserve the character and appearance of the historic context and ensure design and materials are appropriate for the historic environment.

4.19 The "less than substantial harm" caused as a result of the development is predominantly to the evidential, aesthetic and historic values of the historic building, via the proposed two storey extension which is taller than the existing barn and the 'hiding' of the features on the main barn.

4.20 There are no obvious public benefits to the proposed scheme, other than an extension for the owner, (which is a private benefit) and so in this case the balancing exercise of benefits vs harm in accordance with the NPPF has to conclude that there are no benefits of sufficient weight to override the less than substantial harm caused by the proposed works to the significance of the listed building and its setting. The proposed works would fail to preserve the building or its setting or any features of special architectural or historic interest which it possesses, and therefore fails to meet the requirements of The Act.



4.21 The proposed scheme, as a result of the design, visual massing and siting, would result in an incongruous, prominent form of new development that has an unacceptable appearance which causes harm to the simple form and function and layout of the listed building which is key to its significance and how it is experienced within the setting of the listed farmhouse and the Conservation Area. The proposal would, therefore fail to preserve the traditional and agricultural local character and distinctiveness of the area and fails to make a positive contribution to the locality. Which is contrary to paragraph 127 of the NPPF and policies DE1 and EN10 of the Local Plan.

#### Other matters

4.22 There are near neighbours who would be affected by the proposed development, the proposal included as a large floor to ceiling window in the first floor bedroom. Whilst there is 15.5m between the rear of the extension and the rear garden of the neighbouring rear garden, there will be a perceived overlooking of that property. However, it is not considered sufficient to refuse the application on these grounds. No further comments have been submitted from the neighbour following the comments from the Parish Council. There would be no adverse impact on amenity to occupiers of nearby properties. In this respect the application complies with policy DE1.

#### Conclusion

5.1 In assessing the application, special attention has been paid to the significance of the listed building and its setting and whether those interests of acknowledged importance are preserved or enhanced. The existing building is characterised by its simple design, reflecting the functional nature of the agricultural building. The current scheme is considered inappropriate and will result in less than substantial harm to the significance of a designated heritage asset

5.2 The proposed development fails to comply with Planning (Listed Building and Conservation Area) Act 1990, the NPPF (2018) and policies EN10 and DE1 of the Swindon Borough Local Plan 2026.

#### Recommendation:

Planning Permission be **REFUSED** for the following reasons.

#### Conditions/Reasons

1. The proposed scheme, as a result of the design, visual massing and siting, would result in an incongruous, prominent form of new development that has an unacceptable appearance which causes harm to the simple form and function and layout of the listed building which is key to its significance and how it is experienced within the setting of the listed farmhouse and the Conservation Area. The proposal would, therefore fail to preserve the traditional and agricultural local character and distinctiveness of the area and fails to make a positive contribution to the locality.



Which is contrary to paragraph 127 of the NPPF and policies DE1 and EN10 of the Local Plan.

2. The proposed development would result in less than substantial harm to the significance of the designated heritage asset (the grade II listed property). There are no public benefits of sufficient weight to override the harm caused. As such the proposed development is contrary to paragraph 196 of the National Planning Policy Framework 2018 (NPPF).

### **Informatives**

1. This refusal is based on plan numbers 1694.01; 02; 03; 06-B; 10; 11; 12; 13; and the Heritage Impact Assessment received 25 March 2019.



Application Number S/LBC/19/0493

Proposal Erection of a two storey extension.

Location: North Farm Barn South Side 2A Trenchard Road Stanton Fitzwarren Swindon



This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

In all cases reference should be made to the submitted plans.

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Application Number S/LBC/19/0493

Proposal Erection of a two storey extension.

Location: North Farm Barn South Side 2A Trenchard Road Stanton Fitzwarren Swindon

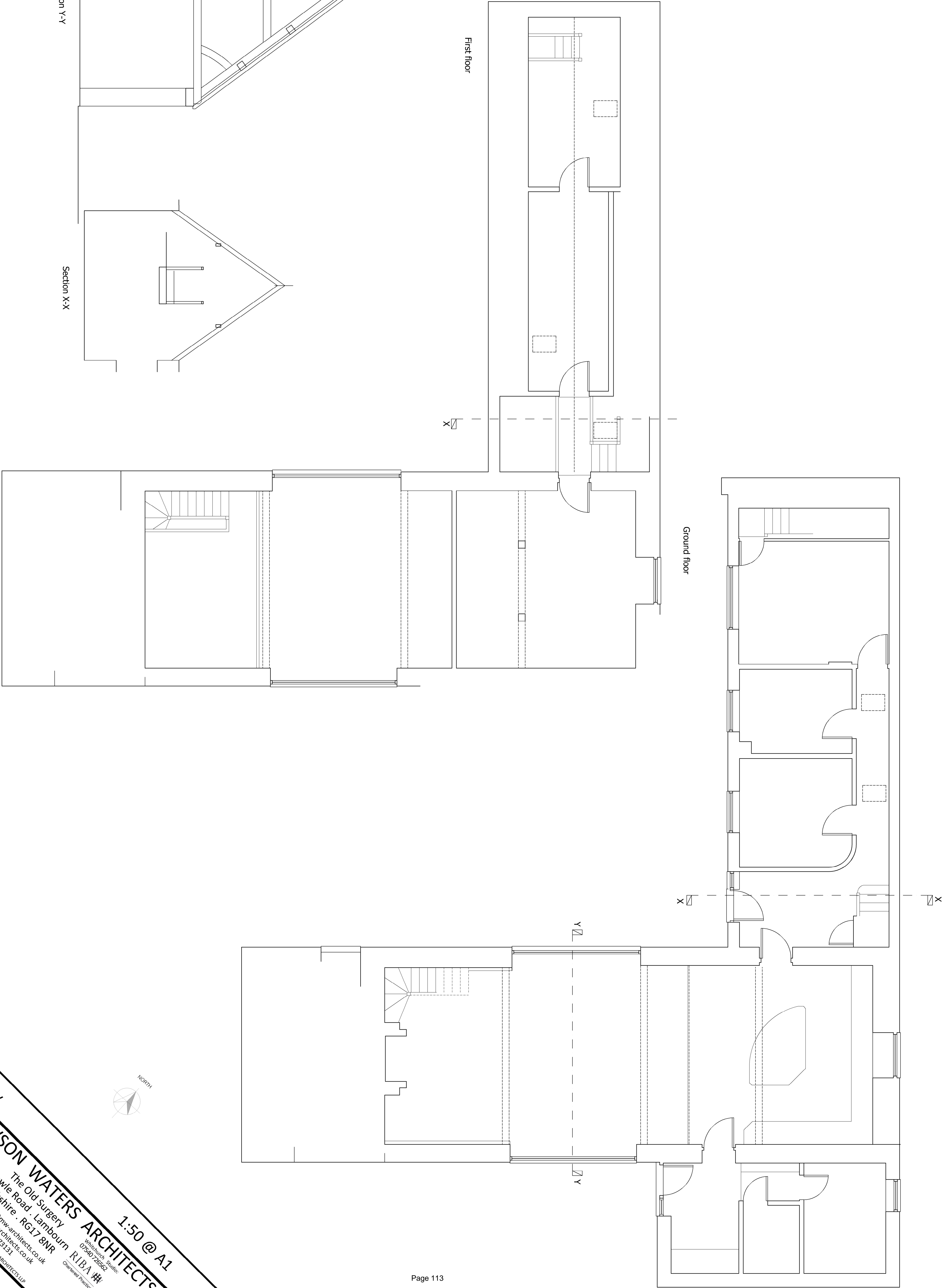


This Plan is for illustrative purposes only and is not intended to provide accurate representation of the development.

In all cases reference should be made to the submitted plans.

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# North Farm Barn, Stanton Fitzwarren

PROJECT  
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REVISION	DATE	AMENDMENTS
0		
1		
2		
3		
4		
5		

SCALE BAR: 1:50

Survey

**MATHEWSON WATERS ARCHITECTS**

1:50 @ A1

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1694.03

The Old Surgery  
Crowle Road · Lambourn  
Berkshire · RG17 8NR

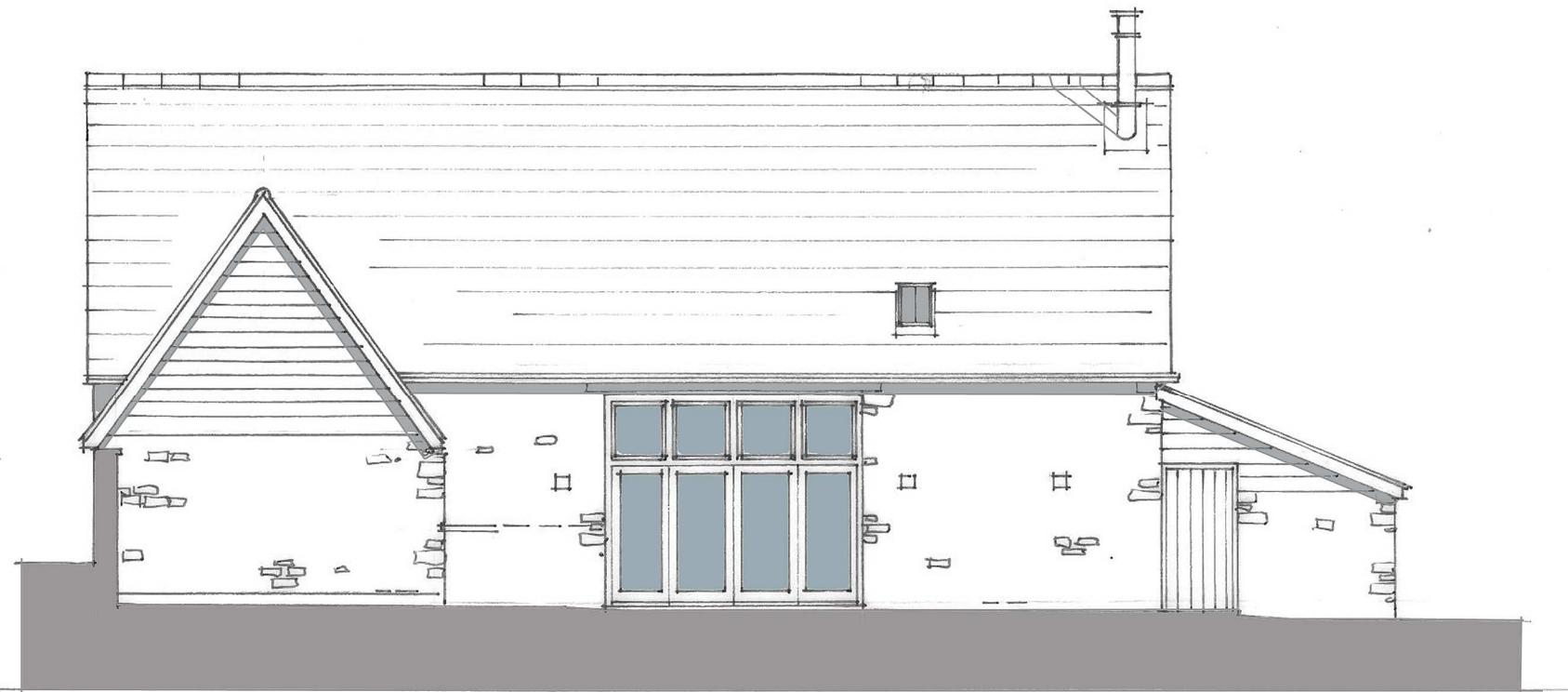
enquiries@mw-architects.co.uk  
www.mw-architects.co.uk  
01488 73131

Whitechurch Studio  
07540 26562  
RIBA #  
Overhead Practice





SOUTH - WEST ELEVATION



NORTH - WEST ELEVATION

PROJECT

North Farm Barn, Stanton Fitzwarren

REVISION DATE

AMENDMENTS



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Existing elevations

**MATHEWSON WATERS ARCHITECTS**

1:100 @ A3

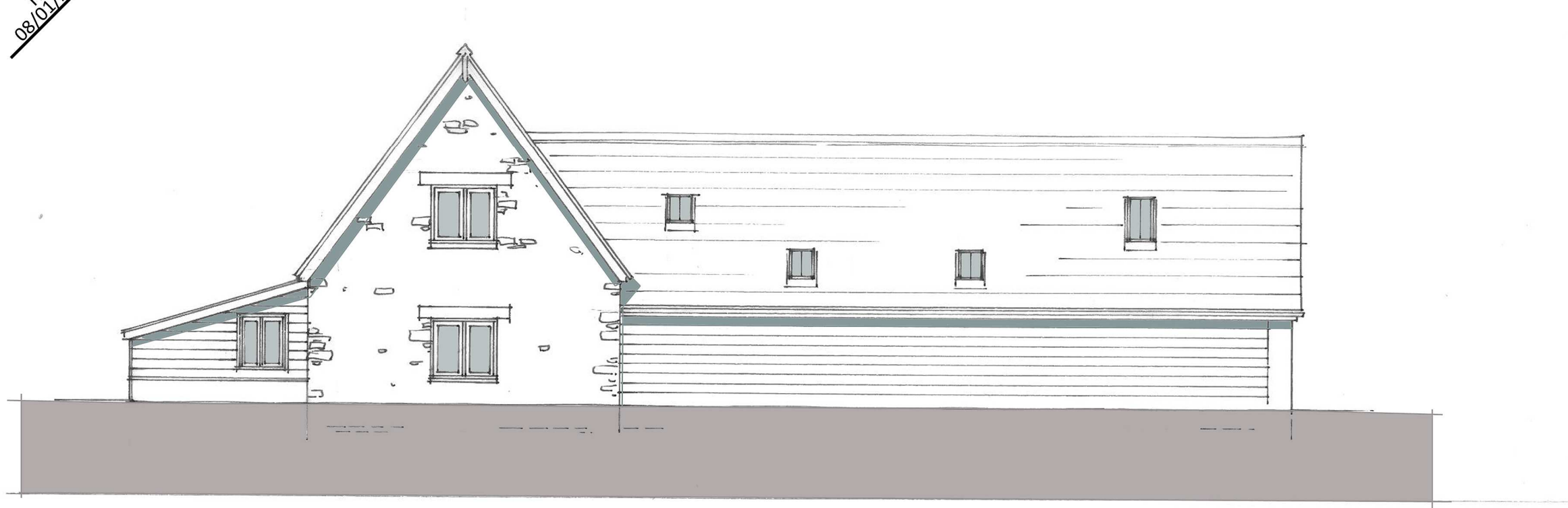
The Old Surgery  
Crowle Road - Lambourn  
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enquiries@mw-architects.co.uk  
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01888 731311

RIBA #

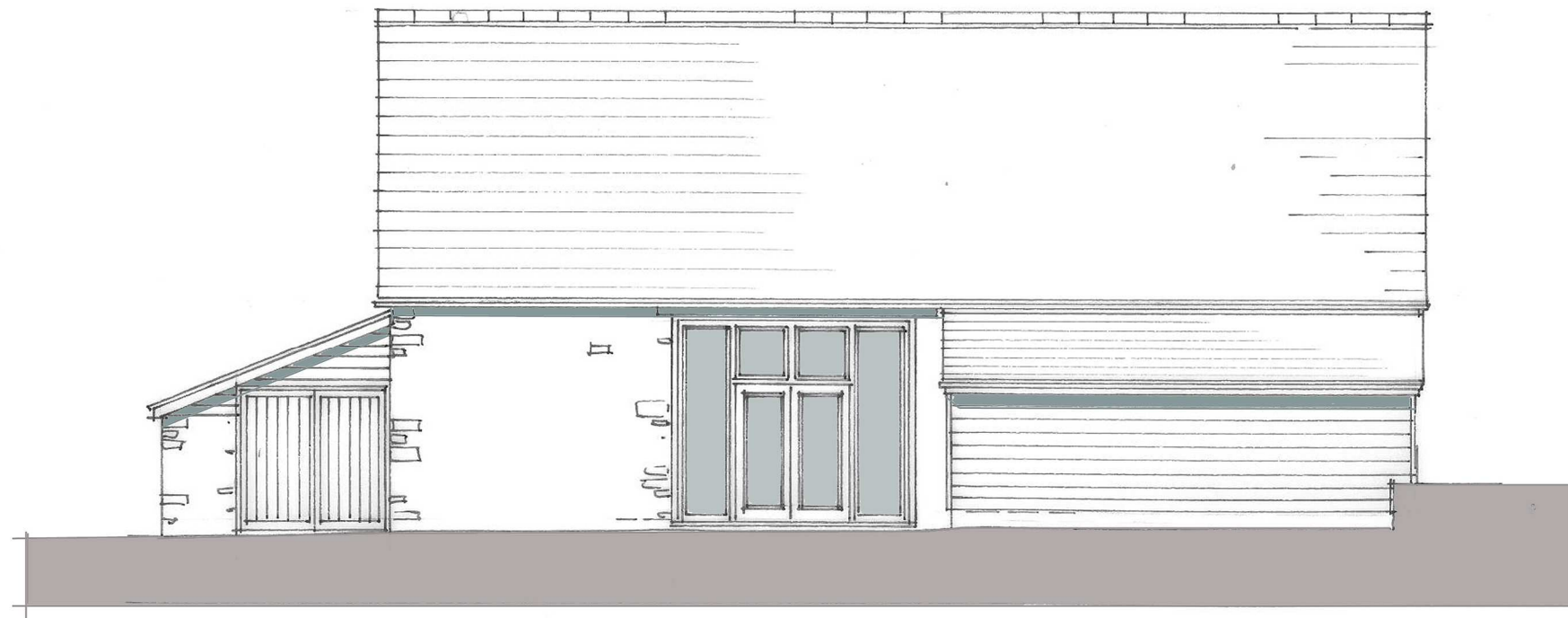
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1694.11





NORTH - EAST ELEVATION



SOUTH - EAST ELEVATION





SOUTH - WEST ELEVATION



NORTH - WEST ELEVATION

PROJECT

North Farm Barn, Stanton Fitzwarren

REVISION DATE

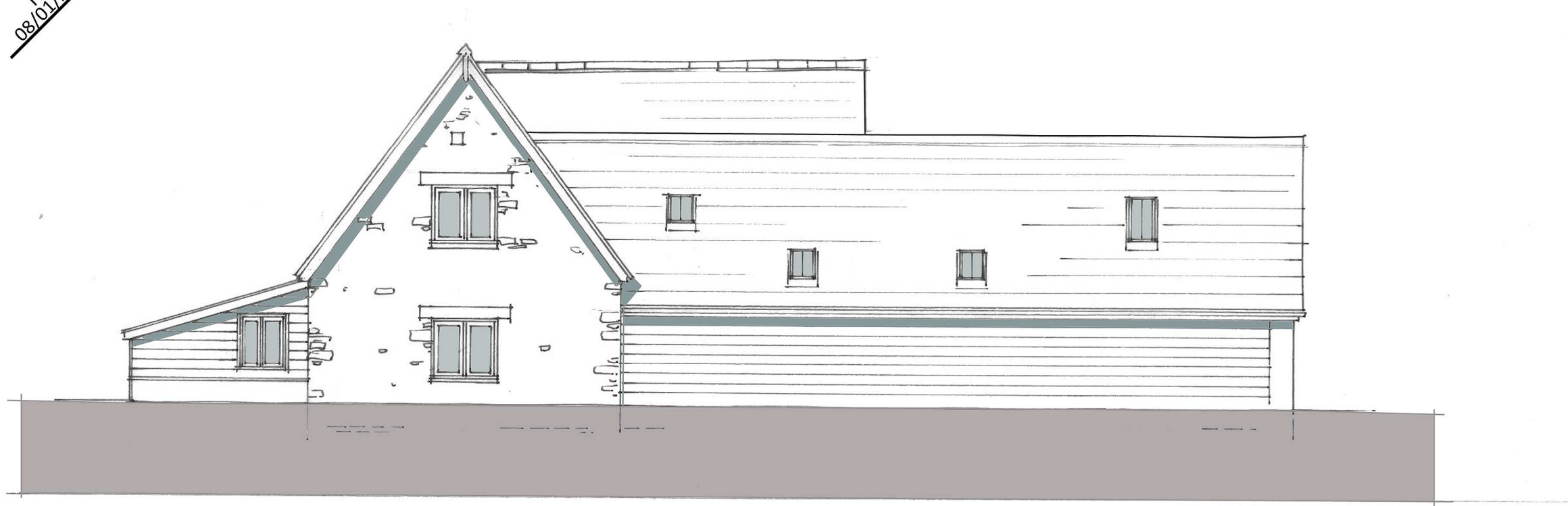
AMENDMENTS

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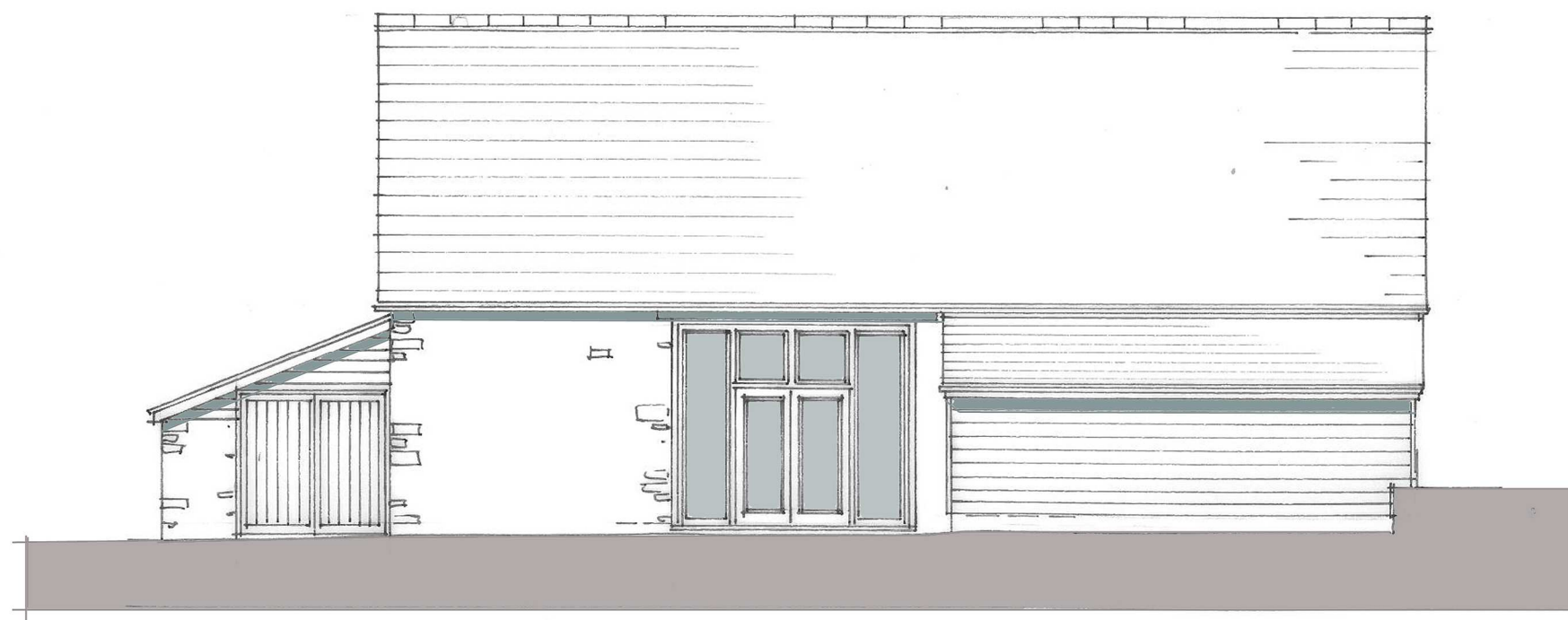
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proposed elevations  
**MATHEWSON WATERS ARCHITECTS**  
1:100 @ A3  
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RIBA #  
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1694.13





NORTH - EAST ELEVATION



SOUTH - EAST ELEVATION  
(Unchanged)



## COMMITTEE REPORT

**Item Number:**

**Ward:** Blunsdon And Highworth

**Application Number:**  
S/LBC/19/0493/RM

**Parish:** Stanton Fitzwarren

**Proposal:** Erection of a two storey extension.

**Site Location:** North Farm Barn, South Side, 2A Trenchard Road

**Agent:**

**Applicant**

Mr Howard Waters

Mr P McNally

The Old Surgery

North Farm Barn

Crowle Road

Trenchard Road

Lambourn

Stanton Fitzwarren

Hungerford

Swindon

RG17 8NR

SN6 7RZ

### Officers Report

#### Background

Stanton Fitzwarren Parish Council: request the application is considered by planning committee if the application is to be refused.

That listed building consent **REFUSED**.

#### 1 The Proposal:

1.1 It is proposed to erect a two storey extension which would infill the joining of the two barn buildings which currently form an L-shaped footprint. The proposal would involve the erection of a two storey projection from the north-west two storey elevation separated from the smaller barn with a pitched and gabled roof with a ridge height taller than the smaller connecting barn. A two storey projection would then infill the space with a roof running parallel to the north-west facade of the two storey building and connecting with the ridge height of the smaller barn.



1.2 The building is a grade II listed building, it lies to the rear of the existing Farmhouse which is also a Grade II listed building. The building is also within the Stanton Fitzwarren Conservation Area.

## 2 The Site and Surroundings:

2.1 The building is a grade II listed building, it lies to the rear of the existing Farmhouse which is also a Grade II listed building, in separate ownership. The building is also within the Stanton Fitzwarren Conservation Area.

## 3 Representations:

3.2 1 Neighbour objection: The first floor bedroom window will overlook the back garden and due to the way the sun sets, we have a seating area at the rear of the rear of the garden. Restrict privacy and unhappy with the proposed size and location of the bedroom window.

### 3.2 Stanton Fitzwarren Parish Council Comments:

The PC support the application but would propose that the fenestration of the window is reduced. In addition, there is concern that the extension would overlook the neighbour's property/garden and would suggest that a screening condition.

2nd comments: The Parish Council advise that the extension would not be visible from the house of the neighbour, but would overlook the end of the garden. Discussions with the neighbour have taken place.

3.3 Following agreement between the applicant and the neighbour would it be suitable to add a condition for the applicant to add to his boundary wall with a screen or planting to screen the gap?

### 3.4 Conservation Officer: Expresses concerns.

Paragraph 127 of the NPPF, policies DE1, DE5 and EN10 of the local plan are relevant, when looking to undertake development, need to look at a surrounding context, setting, its character and particularly how the works affect the character and appearance of the surrounding heritage assets and how the works reinforce local character and distinctiveness.

3.5 The Historic England Guidance on traditional farm buildings seeks that developments "Retain existing historic openings and minimise alterations to prominent and significant external elevations, through careful attention to internal planning and how and where to introduce or borrow light. The size, proportion and detail of window and door design and materials has a major impact on overall appearance".

3.6 Whilst the building has been converted into residential use, important historic openings such as the full width opening to the threshing floor have been maintained. Whilst attempts have been made to retain this historic opening by placement of a similar opening at the front of the proposed extension, the extension completely alters how the historic form and function of the building is read by the addition of 'fake heritage' which has little relationship to the existing structure.



3.7 Whilst the values which make up the significance are assessed in the Heritage Statement, there is a clear misunderstanding of how the values determine significance. It appears that there is confusion between how to assess setting and the conservation area as the heritage statement appears to judge setting as a Heritage Asset, which it is not and restricts the assessment of the Conservation Area to views from the public realm alone which is not a holistic approach as advocated by Historic England. The Heritage Statement contains a number of flaws and in the conservation officers opinion does not show a robust understanding of significance.

3.8 The proposed works would be an incongruous feature to the existing building which overcomplicates the design of this simple and functional building. The overcomplicated design also elevates the status of the building from a subservient and functional barn to be competing with the scale of the farmstead to the front. The building was specifically designed to form a courtyard of subservient agricultural barns to the rear of the farmhouse and its design, layout and openings are evidence of this. The covering of an important historic opening with a new projection would mean the L-shaped floorplan is lost with the junction being infilled by development which has an awkward juxtaposition with the existing building. The extension adds two different roof forms, one of which is taller than the single storey component with part of the extension joining onto the ridge of the existing building.

3.9 The proposed extension overcomplicates the design and is an alien feature that detracts from how the building is experienced in this agricultural context.

3.10 The scheme would result in an unnecessary visual intrusion which would not reinforce local character or local distinctiveness and be contrary to policies DE1 and EN10 of the Swindon Local Plan and paragraph 127 of the NPPF.

#### 4 Planning Considerations:

##### Relevant Policy

4.1 The proposal must be assessed against the relevant development plan policies unless material considerations indicate otherwise. The Development Plan consists of the National Planning Policy Framework (NPPF) and the adopted Swindon Borough Local Plan 2026 (2015). The Planning Practice Guidance web-based resource (2014) and the Planning (Listed Building and Conservation Area) Act 1990 are also of relevance.

The Swindon Borough Local Plan 2026 was adopted on the 26th March 2015. The proposal will be assessed against the Local Plan Policies:  
EN10: 'Historic Environment and Heritage Assets' and 'DE1: 'High Quality Design'

##### Other Policy/ Guidance

- 4.2 Conservation Principles Policies and Guidance for the Sustainable Management of the Historic Environment: English Heritage (2008)
  - o Historic environment Good Practice Advice Notes 2, and 3
  - o Swindon Residential extensions SPD
  - o Wiltshire and Swindon Farmstead Guidance



- o Historic England Farms, Buildings and Traditional Farmsteads Guidance 2017
- o Historic England Advice Note 9 Adapting Traditional farm buildings 2017

## National Policy

4.3 The Planning (Listed Building and Conservation Areas) Act 1990 (The Act) states that in considering whether 'to grant listed building consent for any works the local planning authority or the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'.. S.16(2). Similarly the Act notes that "In considering whether to grant planning permission for development which affects a listed building or its setting, the local planning authority or, as the case may be, the Secretary of State shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'" S.66(1).

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4.5 In addition Paragraph 192 of the NPPF notes 'In determining planning applications, local planning authorities should take account of:

- a) the desirability of sustaining and enhancing the significance of heritage assets and putting them to viable uses consistent with their conservation;
- b) the positive contribution that conservation of heritage assets can make to sustainable communities including their economic vitality; and
- c) the desirability of new development making a positive contribution to local character and distinctiveness.

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## Local Policy



4.9 Swindon Borough Local Plan 2026 (2015) Policy EN10: 'Historic Environment & Heritage Assets' states:

Swindon Borough's historic environment shall be sustained and enhanced. This includes all heritage assets including historic buildings, conservation areas, historic parks and gardens, landscape and archaeology.

4.10 Proposals for development affecting heritage assets shall conserve and, where appropriate, enhance their significance and setting. Any harm to the significance of a designated or non-designated heritage asset, or their loss, must be justified. Proposals will be weighed against the public benefits of the proposal, whether it has been demonstrated that all reasonable efforts have been made to sustain the existing use, find new uses, or mitigate the extent of the harm to the significance of the asset; and whether the works proposed are the minimum required to secure the long term use of the asset.

4.11 Any alterations, extensions or changes of use to a listed building, or development in the vicinity of a listed building, shall not be permitted where there will be an adverse impact on those elements which contribute to their special architectural or historic significance, including their setting.

4.12 Policy DE1 requires high quality design including context and character in respect of existing built characteristics and acknowledged features of importance.

#### Considerations

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4.14 The barn building is a Grade II listed building along with the adjacent farmhouse.

4.15 A heritage statement is submitted with the application. With regard to the listed building itself, the Heritage Statement assesses the heritage asset, which is a misunderstanding of what 'setting' actually is. The subject building is experienced within the setting of the listed farmhouse because it is part of the greater farmstead and its design and layout reflects this historic relationship of the development of a courtyard behind the farmhouse which is still experienced today. The changing in design of the barn building in the way proposed affects how the barn building is experienced as part of the former agricultural farmstead. Whether it can be seen (as suggested by the heritage statement) misses why this component of the setting is significant to the main farmhouse. The setting of the farmhouse is an important element of the farmhouse's significance, whereby the subject barn forms part of a historic farmstead, of which the farmhouse is the primary building with a subservient farmstead behind. The changes proposed elevate the status of the barn building and divert from the historic relationship of the barn to the farmhouse and this is why the proposed scheme would be harmful to the significance of the listed farmhouse, via its setting. Whilst significant, the proposal would cause less than substantial harm.



4.16 As discussed in Paragraph 127 of the NPPF, Policy DE1 and EN10 of the Local Plan, and the Residential Extensions SPD, when looking to extend and/or alter properties, need to look at a building's setting, its character and particularly how the massing and scale of the alterations affects the authenticity, significance, character and appearance of the listed building and how the alterations reinforce local character and distinctiveness.

4.17 The Conservation Area Appraisal highlights that the dwellings which make up the settlement front the roadside which continue the strong linear pattern of development with agricultural buildings and historic farmsteads and open land behind which create the distinct identity of the area which in this particular location is largely authentic to the settlement's historic layout and origins. Whilst it is argued in the application documents that the site cannot be seen and accordingly there is not harm, it should be noted that the conservation area covers both public and private realms and the significance is related to how buildings and their relationship with spaces are experienced. It is clear harm caused to the significance of the conservation area, which is predominantly related to its historic, evidential and aesthetic values, as a result of an extension which relates poorly to the form and function of the listed building and how the building is experienced within its agricultural context which detrimentally affect the character and appearance of the conservation area. Whilst significant, it is considered to be 'less than substantial'.

Consideration of harm upon the significance of the listed building and its setting

4.18 Paragraph 196 of the NPPF states that where there is "less than substantial harm", the benefits of the development are weighed against the harm, including the optimum use. The above specified policies of the Swindon Local Plan and accompanying guidance also seek to preserve the character and appearance of the historic context and ensure design and materials are appropriate for the historic environment.

4.19 The "less than substantial harm" caused as a result of the development is predominantly to the evidential, aesthetic and historic values of the historic building, via the proposed two storey extension which is taller than the existing barn and the 'hiding' of the features on the main barn.

4.20 There are no obvious public benefits to the proposed scheme, other than an extension for the owner, (which is a private benefit) and so in this case the balancing exercise of benefits vs harm in accordance with the NPPF has to conclude that there are no benefits of sufficient weight to override the less than substantial harm caused by the proposed works to the significance of the listed building and its setting. The proposed works would fail to preserve the building or its setting or any features of special architectural or historic interest which it possesses, and therefore fails to meet the requirements of The Act.

4.21 The proposed scheme, as a result of the design, visual massing and siting, would result in an incongruous, prominent form of new development that has an unacceptable appearance which causes harm to the simple form and function and layout of the listed building which is key to its significance and how it is experienced within the setting of the listed farmhouse and the Conservation Area. The proposal



would, therefore fail to preserve the traditional and agricultural local character and distinctiveness of the area and fails to make a positive contribution to the locality. Which is contrary to paragraph 127 of the NPPF and policies DE1 and EN10 of the Local Plan.

#### Other matters

4.22 Any impact upon a neighbour's amenity is not a material consideration for an application for listed building consent

#### Conclusion

5.1 In assessing the application, special attention has been paid to the significance of the listed building and its setting and whether those interests of acknowledged importance are preserved or enhanced. The existing building is characterised by its simple design, reflecting the functional nature of the agricultural building. The current scheme is considered inappropriate and will result in less than substantial harm to the significance of a designated heritage asset

5.2 The proposed development fails to comply with Planning (Listed Building and Conservation Area) Act 1990, the NPPF (2018) and policies EN10 and DE1 of the Swindon Borough Local Plan 2026.

#### Recommendation:

That listed building consent **REFUSED**.

### Conditions/Reasons

1. The proposed scheme, as a result of the design, visual massing and siting, would result in an incongruous, prominent form of new development that has an unacceptable appearance which causes harm to the simple form and function and layout of the listed building which is key to its significance and how it is experienced within the setting of the listed farmhouse and the Conservation Area. The proposal would, therefore fail to preserve the traditional and agricultural local character and distinctiveness of the area and fails to make a positive contribution to the locality. Which is contrary to paragraph 127 of the NPPF and policies DE1 and EN10 of the Local Plan.

2. The proposed development would result in less than substantial harm to the significance of the designated heritage asset (the grade II listed property). There are no public benefits of sufficient weight to override the harm caused. As such the proposed development is contrary to paragraph 196 of the National Planning Policy Framework 2018 (NPPF).



## **Informatives**

1. This refusal is based on plan numbers 1694.01; 02; 03; 06-B; 10; 11; 12; 13; and the Heritage Impact Assessment received 25 March 2019.



## Parking Standards for New Development

Planning Committee

Date: 11<sup>th</sup> June 2019

Author:	Service Manager – Transport Planning, Development & Street Works Management
Wards:	All
Locality Affected:	All
Parishes Affected:	All

### 1. Purpose and Reasons

- 1.1 The Council requires that all new development makes appropriate provision for the parking of cars, motorcycles and cycles. It does so to ensure that new development is accessible to all but also to ensure that development is, as far as possible, self-contained and without impacts that would otherwise arise from indiscriminate parking in the highway.
- 1.2 The Council's parking requirements are set out in the '*Development Control Guidance Note, Technical Guidance on Parking Standards*' document of 2007, a standard that is increasingly becoming unsuitable as a basis for defining the parking needs of new development. In order to ensure that the Council's standards remain fit for purpose, a review of the standards has therefore been undertaken, leading to the preparation, in draft, of an updated 'Parking Standards for New Development' document (hereinafter referred to as the **Parking Standards 2019**).
- 1.3 This report seeks Committee's approval of the draft **Parking Standards 2019** as a basis of a Public Consultation exercise. The results of that consultation exercise and a Final Draft of the document will again be reported to Committee later this year, with a request that the document is, subject to any required amendments, finalised and formally adopted as a Development Management document.

### 2. Recommendations

#### That Committee:

- 2.1 Approves the draft **Parking Standards 2019** attached at Appendix 1 and authorises Officers to undertake a Public Consultation exercise to secure feedback from a range of stakeholders. Committee is also recommended to authorise the Service Manager – Transport Planning, Development and Street Works Management to make minor typographical and factual corrections to the document if required in advance of publication, in consultation with the Chair of the Planning Committee.



# Parking Standards for New Development

Planning Committee

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## 3. Context

### Planning Policy Framework

- 3.1 The Swindon Borough Local Plan 2026, at Part 4, includes a range of policies aimed at enabling sustainable development.
- 3.2 The Plan includes policies targeted at minimising the impact of new development on amenity and highway safety, with Policy TR2 specifically requiring that new development should make provision for the parking of cars, motorcycles and cycles in accordance with adopted standards.
- 3.3 The National Planning Policy Framework (NPPF 2018) supports new development where it does not compromise the effective or safe operation of the highway network (para. 108). Paragraph 110 requires that new development schemes create places that are safe, secure and attractive. Doing so requires that new development accommodates its parking demand.

### Council Aims and Objectives

- 3.4 The Vision for Swindon 2019 – 2020 has four main priorities, most relevant to new development and parking being the first and third Priorities:
  - Improve infrastructure and housing to support a growing, low-carbon economy
  - Ensure clean and safe streets and improve our public spaces and local culture
- 3.5 The adoption and application of **Parking Standards 2019** will support these overarching objectives generally by ensuring that new development is fit for purpose and without impact on the amenity or safety of the communities within which it lies and specifically by promoting and facilitating a move towards electric vehicles (Pledge 2).

## 4. The Review Process

- 4.1 A cross-discipline Officer Working Group was set up to develop a new Standard, taking account of the following:
  - Car Ownership Data (including trends and variation by location and property size and type);
  - Prevailing Transport Policy Guidance;
  - Soft Market Testing;
  - Residents Questionnaire;
  - Officer experience;



# Parking Standards for New Development

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- 4.2 Upon reviewing other authorities' standards, it became clear that there is no consistency across adopted standards – other adopted standards were reviewed where guidance on specific matters was deemed helpful.
- 4.3 The draft standards document developed by the Officer Working Group was subsequently approved by a cross-discipline Senior Officers Group.
- 4.4 The emerging **Parking Standards 2019** was presented to Cabinet Members on 23<sup>rd</sup> January 2019 and incorporating Member feedback, a revised document was presented to the Lead Cabinet Members for Strategic Planning and for Highways and the Environment on 10<sup>th</sup> May 2019.

## 5. Proposed Parking Standards

- 5.1 The outcome of the review process has been the Draft **Parking Standards 2019** attached at Appendix 1. The draft standards document includes a number of strategic changes over the 2007 document:

### Less Prescriptive

- 5.2 The updated standards make less prescriptive provision for parking in some cases, where a more appropriate approach is to assess the level of demand based on specifics of the location and the form of development.

### Zoning System

- 5.3 A four-zone arrangement is now proposed (rather than the existing two), allowing greater recognition of varying accessibility profiles across the Borough. Zoning does not apply to non-residential development.

### Dwelling Definition

- 5.4 The distinction between a flat and a house is removed. Standards now relate simply to 'dwellings' of different sizes.

### Electric Vehicle Charging

- 5.5 A requirement is now made for electric vehicle charging points (EVCPs) to be included within new development, with guidance as to the form of EVCP that will be acceptable to the Council.

### Mobility Scooters

- 5.6 The draft **Parking Standards 2019** require that new development that is likely to cater for those making use of a mobility scooter, such as Care Homes and Retirement Homes, will be expected to make provision for storage areas and charging points.

### Visitor Parking

- 5.7 The current requirement that visitor parking in residential development is provided at a rate of 1 per 5 dwellings is to be changed to 1 per 4 dwellings.

### Bay Size



# Parking Standards for New Development

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- 5.8 Parking Standards 2019 requires car parking bays to be a minimum dimension of 2.5 x 5m, an increase on the existing 2.4 x 4.8m bay size requirement.
- 5.9 Parking Standards 2019 will include three tables that define the Council's parking requirements for (a) cars in residential development, (b) cars in non-residential development and (c) cycles in all developments. The document also includes details of our requirements in respect of motorcycles and car parking for houses of multiple occupation (HMOs).
- 5.10 The draft new parking requirements as set out in the tables are shown in the tables below, which also show the proposed change from the 2007 standards.

Sector	Land Use	Car Parking (Spaces)	Existing Standards	Effect of Changes
Town Centre	Dwellings	No parking required	Houses required to provide 2-3 spaces	Reduced Requirement
District Centre	1-2 bedrooms	1 per dwelling	2+ bedrooms requires 2 spaces	Reduced Requirement
	3-4 bedrooms	2 per dwelling		No Change
	5+ bedrooms	3 per dwelling		No change
Other Urban	1 bedroom	1 per dwelling		No change
	2-3 bedrooms	2 per dwelling		No change
	4+ bedrooms	3 per dwelling	5+ bedrooms requires 3 spaces	Increased Requirement
Rural	1-2 bedrooms	2 per dwelling	The same for houses but less for flats	Increased Requirement
	3+ bedrooms	3 per dwelling	5+ bedrooms requires three spaces	Increased Requirement

Table 1: Changes to Car Parking Standards (Residential)

- 5.11 Table 1 sets out the proposed requirements for car parking at new residential development (Column 3), based on the four-zone arrangement. The table shows the current requirement at Column 4. It can be seen a somewhat reduced parking provision is required in the smallest, most accessible dwellings. Larger dwellings in less accessible locations will be expected to make maker provision than is now the case.
- 5.12 Car parking for visitors will be required, at a new and increased rate of 1 per 4 dwellings (existing is 1 per 5).
- 5.13 Table 2 sets out the proposed requirements for car parking at new non-residential development (Column 2). The table shows the current requirement at Column 3.



# Parking Standards for New Development

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Land Use	Car Parking (Spaces)	Existing Standards	Effect of Changes
Hospitals	No standard	1/4 staff + 1/3 visitors	Assessment on merits
Nursing Homes	No standard	1 per 4 bedspaces	Assessment on merits
Other Retirement Homes	No standard	1 space per unit	Assessment on merits
Place of Worship	No standard	1 per 5sqm	Assessment on merits
Restaurants, Pubs and Cafes	No standard	1 per 25sqm	Assessment on merits
Libraries, Art Galleries and Museums	No standard	1 per 40sqm	Assessment on merits
Music Halls, Bingo, Sports Facilities, Stadia	No standard	1 per 2sqm	Assessment on merits
Education Centres:			
○ Staff	1 per 2 staff	1 per 2 staff	No change
○ Visitors	1 per 7 staff	1 per 7 staff	No change
○ Parents	To be assessed on merits	1 per 12 pupils	Assessment on merits
Higher and Further Education	No standard	1 per 2 staff	Assessment on merits
Car Sales and Repairs	No standard	1 per 45sqm	Assessment on merits

Table 2: Changes to Car Parking Standards (Non-Residential)

- 5.14 Notable is the proposal to remove a prescriptive standard from a large number of development types. This does not remove the requirement for parking, it simply places greater onus of developers to assess parking demand and justify their proposals, rather than blind reliance on a standard that may not be appropriate.
- 5.15 Table 3 indicates the proposed change in cycle parking standards. It can be seen that for large dwellings, additional cycle parking will now be required, as it will be at Schools.

Land Use	Existing Standards	Effect of Changes
Retail and Leisure	4 spaces plus 2 spaces for every 500m <sup>2</sup> above 1,000m <sup>2</sup> (GFA)	No change
Employment Development	4 spaces plus 2 spaces for every 500m <sup>2</sup> above 1,000m <sup>2</sup> (GFA)	No change
Dwelling houses and flats	1 space per unit	<b>Increased Requirement</b>
Primary (from age 7) and Secondary Schools, Further and Higher Education	1 per 10 staff and students	<b>Increased Requirement</b>
Nursery/Creche/Infant and Primary School (up to age 6)	1 per 10 staff (Parking for Infant pupils assessed on merits)	No change

Table 3: Changes to Cycle Parking Standards



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- 5.16 The new document will suggest forms of cycle parking that are acceptable to the Council and will include a link to the Council's Cycle Parking Guidelines, which provide further guidance on the many forms of available cycle parking systems.

## 6. Alternative Options

- 6.1 The alternative to the adoption of **Parking Standards 2019** would be to continue to rely on the provisions made within the 2007 document in assessing new development proposals. The consequence would be a continued reliance on a policy document that through its age carries limited weight, with an increasing risk that challenges by developers to its requirements will be successful and development will be permitted – on Appeal – with inadequate provision made for parking. Without an adopted standard that requires the provision of facilities for the charging of electric vehicles, the Authority will have reduced power to ensure the roll out electric charging facilities.

## 7. Implications, Diversity Impact Assessment and Risk Management

### Financial and Procurement Implications

- 7.1 The adoption of new parking standards will have no financial implications beyond those associated with the Officer time required to manage the public consultation exercise and to develop the document to the point of adoption.

### Legal and Human Rights Implications

- 7.2 The Director of Law and Democratic Services has reviewed the draft **Parking Standards 2019** and confirmed that there are no legal or human rights implications associated with the adoption of updated development parking standards. The Director will again be consulted prior to the finalisation of the document ahead of approval for adoption by Planning Committee later in the year.

### All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 7.3 By adopting new parking standards that are seen to be more fit for purpose than those currently relied upon, Officers will feel more confident in the application of those standards, which will carry greater weight as a material consideration in the determination of planning applications.
- 7.4 The updated standards make enhanced provision for cycle parking, for facilities for those with a mobility scooter and for facilities for electric vehicles. The **Parking Standards 2019** therefore represent a move towards more sustainable and more equitable development.
- 7.5 The existing standards document of 2007 is badly written, badly presented and confusing in its interpretation. Adopting **Parking Standards 2019** will assist



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those who design new development and in parallel, enhance the credibility of the Council's Development Management function.

## Diversity Impact Assessment

- 7.6 A Diversity Impact Assessment (DIA) has been undertaken and has been reviewed and approved by Officers within the Learning & Development team. The DIA, has assessed the implications of the change in parking standards for all those who might be affected and concluded that the policy document supports diversity by making provisions for all sectors of the community.

## **8. Consultees**

- 8.1 The Board Director, Resources (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

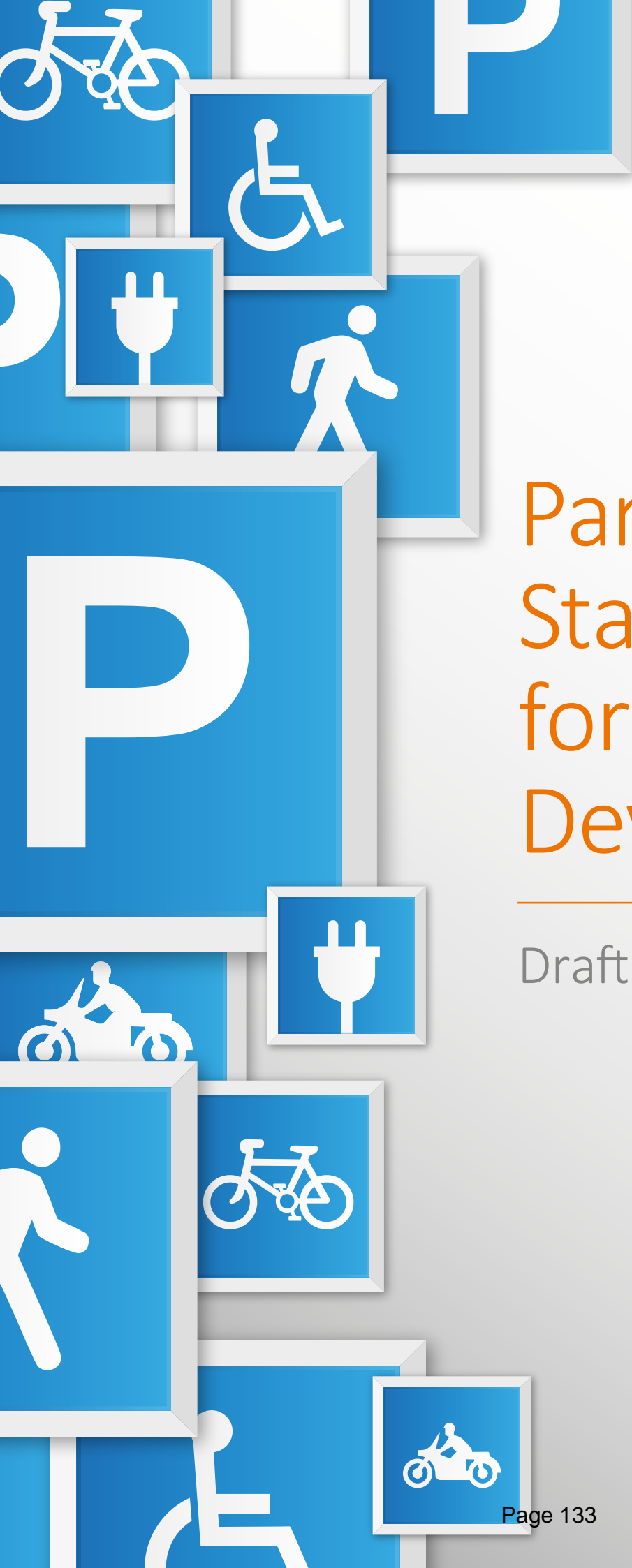
## **9. Background Papers**

- 9.1 The relevant background documentation:
- Development Control Guidance Note, Technical Guidance on Parking Standards' (Swindon Borough Council, December 2007)

## **10. Appendices**

Appendix 1: Parking Standards 2019 (Draft May 2019)





# Parking Standards for New Development

Draft May 2019







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# Introduction

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This document replaces the ‘Technical Guidance on Parking Standards’ (December 2007) and sets out Swindon Borough Council’s requirements and guidance in respect of car, motorcycle and cycle parking associated with new development.

The standards defined here accord with and support the objectives of the National Planning Policy Framework (2018) and the adopted Swindon Borough Council Local Plan 2026.

The standards are intended to guide new development, in order that the associated provisions for the parking of cars, motorcycles and cycles achieve an appropriate balance between the overarching objective of securing a reduced reliance on travel by fossil-fuel burning vehicles and the parallel need to make provision for cars in a manner that does not prejudice the safety or the quality of new development.

The document sets standards in relation to the parking provision for cars, for cycles and for motor-cycles, defining both the level of provision expected by the Council and the form of that provision. It also sets out the Council’s requirements in respect of facilities for electric vehicles.

In seeking to achieve an appropriate balance between sustainability and the practical needs of those who live, work and visit Swindon, the standards set out here define minimum levels of parking for new development.

For some development types, setting prescriptive standards is inappropriate and no standard is quoted. In these cases, the Council will require developers to make provision for parking based on an assessment of demand.

The standards presented here are appropriate for existing patterns of mobility but will evolve as technology and mobility patterns change. It is our aspiration therefore to review the document – and if necessary make amendments – on a five year cycle.



## Policy Context

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National planning policy is provided by the National Planning Policy Framework (NPPF) (2018). Paragraph 105 of the NPPF sets out the Government's approach to car parking standards, stating that in setting local standards, local planning authorities should take into account the accessibility of a site, the type and mix of the proposed development, local car ownership levels and a need to support the use of electric vehicles. Paragraph 102 emphasises the role of development parking solutions in contributing to the making of high quality places.

At the time of adoption, local policy is provided by the Swindon Borough Local Plan 2026. Policy TR2 of the Plan requires that parking is provided in accordance with adopted parking standards.

This document is a draft supplementary planning document. It provides further guidance to Policy TR2 detailed in the Local Plan. Once adopted, this document will be a material consideration in planning decisions.

### Policy TR2: Transport and Development

h. Parking provision, including secure cycle and motorcycle parking, should be provided in accordance with the Council's adopted parking standards.

Swindon Borough Local Plan 2026



## 03

# Parking Standards Sectors

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The parking requirements for any new development will reflect its accessibility, with lower standards applying in those parts of the Borough where greater opportunity exists for travel on foot, by bicycle and by public transport.

Reflecting differing accessibility levels, the Borough is divided into four sectors for the purpose of assessing parking needs:

- Sector 1: Central
- Sector 2: District Centre
- Sector 3: Urban non-Centre
- Sector 4: Rural

The four sectors are shown in the plans at Appendix A. The location of the development will define the parking requirement.

Development sites that straddle zone boundaries will be treated as if they were located in the less accessible zone.

## 04

# Permit Free Development

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The requirement for residential development to provide car parking is relaxed in the Town Centre, where accessibility levels are high and the need to own a car is reduced.

No minimum car parking provision is applied in this case, although development schemes may include car parking, where it is designed in a manner that does not prejudice the safe or effective operation of the highway. Recognising the limited availability of on-street car parking within the established Residential Parking Zones, residents of new development in these areas will not normally be granted parking permits, whether or not car parking is provided within the development.



## 05

# Houses in Multiple Occupancy (HMO's)

Dwellings in multiple occupation will, to a threshold of up to five rooms, be assumed to generate a demand for car and cycle parking equal to a single dwelling unit with the same number of bedrooms. HMO's of greater capacity will be expected to make provision for car and cycle parking as set out in Table 1 and the provisions of Table 3 will not apply.

No of Bedrooms	Car Parking Spaces	Cycle Parking Spaces
1–2	Treat as a single dwelling and provide in accordance with Table 3	1
3–5	Treat as a single dwelling and provide in accordance with Table 3	2
6+	Above 5 bedrooms, 0.5 extra space for each room, rounded up to the nearest space	3

Table 1: HMO Parking Requirements (Minimum)

The normal exemption applying to development within the 'Central' zone will not apply in the case of HMOs.

## 06

# Affordable Housing

The parking standards as set out in Appendix C do not differentiate between market value housing and affordable housing.

Whilst all housing developments will need to consider affordable housing in their design, the parking provision for all dwellings, irrespective of tenure, needs to be in accordance with the standards.



## Electric Vehicle Charging Points (EVCPs)

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Paragraph 110 of the NPPF states that new development should “be designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations”. The Government has also announced the phase out of petrol and diesel fuelled vehicles by 2040, thus strengthening the need to provide facilities for alternatively fuelled vehicles. Therefore the Council has adopted the following Parking Standards for Electric Vehicle Charging Points (EVCPs). In view of the speed of technological change in this area, the Council reserves the right to increase its requirements as trends change.

### Residential (Houses)

Where parking spaces are required to support residential development, a minimum provision of 1 EVCP per dwelling is required. An EV charging wallbox is required, as it communicates directly with the vehicle being charged and is safer and quicker, reducing charging time by 30-60% depending on the vehicle. The smart wallbox will regulate charging time and speed to reduce localised loading on the electricity network,

### Residential (Apartments)

Where car parking is provided off-plot in

communal parking areas, whether or not parking spaces are allocated, 30% of parking spaces will be required to be fitted with an EVCP. An additional 30% of spaces will be required to be fitted with the necessary infrastructure to enable installation of charging points in the future (sometimes referred to as ‘passive’ provision).

### Retail and Leisure

10% of parking spaces proposed for retail development will be required to be fitted with EVCPs. An additional 10% of spaces will be required to be fitted with the necessary infrastructure to enable installation of charging points in the future.

### Employment

A minimum of 2 EV spaces or 20%, whichever is the maximum, is required for car parking associated with employment uses and an additional 10% will be required to demonstrate that EVCPs could be easily installed in the future. The dedicated electric vehicle parking spaces shall be allocated to drivers of electric vehicles, with surplus spaces made available to general parking provision.

### Securing EVCPs

In line with the NPPF, EVCPs will be secured by Planning Condition. Ideally developers will include the details of their EVCPs with their planning application but if not, the details will also be covered by Condition. In central locations close to public car parks, a contribution towards the provision of EVCPs in public car parks may be sought.





### Location and Type of EVCPs

EVCPs should be located close to building access points as priority bays to incentivise and reward users.

The type of EVCP required will depend on the length of time the vehicle is to be parked. In residential areas where vehicles can be charged overnight, a slow charge option is acceptable. However, in retail and leisure development parking facilities, a short stay 'fast' or 'rapid' charge will be required. Retailers who charge for parking will be encouraged to remove the parking charge for vehicles using EVCPs. Employment uses are likely to require a mix of fast and slow charge, fast charge for staff who do not spend all day on the same site and slow charge for those who do.

In assessing submissions for approval, the following guidelines will apply:

- Slow charge – With a variety of options available that can take up to 12 hours for a full charge, the Council will only accept slow charge points that provide a full charge in 7 hours or less.

- Fast charge – A fast charge will only be acceptable where a full charge is achieved in less than 4 hours.
- Rapid charge – the Council will only accept rapid charge units that charge up to 80% of the vehicle in less than 1 hour.

### Charging Networks

Details of the charging network will be required to ensure that the network is compatible with existing charging networks, where public or workplace charging is accessed via a smartphone or RFID (Radio-frequency Identification) card. Publically available EVCPs should be uploaded to Zap-Map.

### More Information

More information on EVs, EVCPs and available grants can be found at the following:

Office for Low Emission Vehicles: <http://www.gov.uk/government/organisations/office-for-low-emission-vehicles>

Zap-Map: <http://www.zap-map.com>



# Powered Two-Wheelers

Provision should be made for the specific use of motorcycles on all developments where there are 20 or more communal parking spaces. Minimum requirements are set out in Table 2.

The location of such facilities is an important factor; the chosen area should be safe and secure and should benefit from good general surveillance. The space required for parking of a motorcycle is 2.0m x 1.0m and multiples thereof, although it is not necessary or desirable to mark bays out individually. The provision of anchor points such as low level rails or posts will ensure secure parking and will consequently encourage use.

Motorcycle parking should be easily accessible and well-lit and should be located and laid out in a manner that does not endanger others, especially pedestrians who are blind or sight impaired.

Land Use	Motorcycle Parking Requirement
Employment	1 space for car parks with up to 20 spaces and 1 additional space for every 20 extra spaces or part thereof.
Retail and Leisure	A minimum of 1 space for visitor car parks with up to 20 spaces and 1 additional space for every 20 extra spaces or part thereof, together with the above standard for employees.

Table 2: Motorcycle Parking Requirement (Minimum)



09

## The Quantum of Parking

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The Council's car and cycle parking standards, which will apply to new development proposals, are set out at Appendix C and D. The standards quoted are in all cases minima. Where no specific provision is defined, parking should be provided in accordance with a reasoned and site specific prediction of demand, which will need to be set out within the planning application documentation.

10

## Mobility Scooters

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Swindon Borough Council is committed to maximising the mobility of all sectors of the community, including those with a mobility impairment. New development that is likely to cater for those making use of a mobility scooter, such as Care Homes and Retirement Homes, will be expected to make provision for storage areas and charging points on the ground floor.

The form and number of charging points to be provided will be determined on a site by site basis.

11

## The Design of Parking

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Appendix B includes examples of the way in which car parking should be designed. Standard individual parking spaces will be expected to have a minimum dimension of 2.5m x 5.0m.

Where parking spaces are bounded by a wall or fence, an additional 300mm will need to be added to facilitate door opening. Spaces that are bounded on both sides are required to be 3m wide.

To be effective as a place to park a car (as well as a place for the storage of bicycles), garages will need to be a minimum of 3.0m x 6.0m in internal dimension. Where a driveway serves a garage, the driveway will need to be 6.0m long to allow space for the garage door to be opened. In exceptional circumstances, the use of a roller shutter door will be accepted as an alternative, allowing a driveway of length 5.0m to be provided.

Appendix B sets out the dimensions of 'dedicated' parking bays, i.e. those designed for drivers with a mobility impairment.



## Cycle Parking Standards

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Cycle parking needs to be considered at the outset and long term storage for residents and employees should be within a covered, lockable enclosure. For individual houses, this could be in the form of a shed or garage. For flats and non-residential uses, either individual lockers or cycle stands within a lockable, covered enclosure are required. The number of cycle parking spaces required will depend on the type of development. The Council's minimum requirements are set out at Appendix D.

Cycle parking is required to be located close to entrances and where it is indoors, the user should not need to pass through more than one door. Stairs should be avoided. Short term cycle parking should be located in a prominent location close to site and/or building entrances and may need to be provided in multiple locations.

It may be possible in some instances to utilise the public highway, although this would need to be sympathetic to the positioning of other street furniture and ensure that footway widths are maintained.

As an alternative, the Council may accept a contribution towards the cost of delivering new cycle parking facilities within the highway.

Although the Council does not prescribe a particular type of stand, those located on the highway (for example to provide for visitors) should be consistent with existing provision. Within buildings, upright stands are not favoured as the need to lift bikes makes them more difficult to use and may be impossible for some users. Systems that only allow one wheel to be secured will also not be supported, though innovative space saving solutions such as two tier racks, which are more practical to use, will be considered. Further guidance on provisions for cycles is set out at Appendix D.



# A

## Appendix A: Car Parking Sectors

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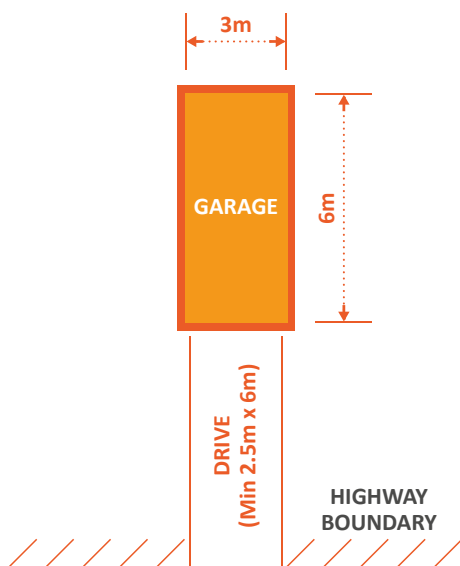


## B

# Appendix B: Dimensions

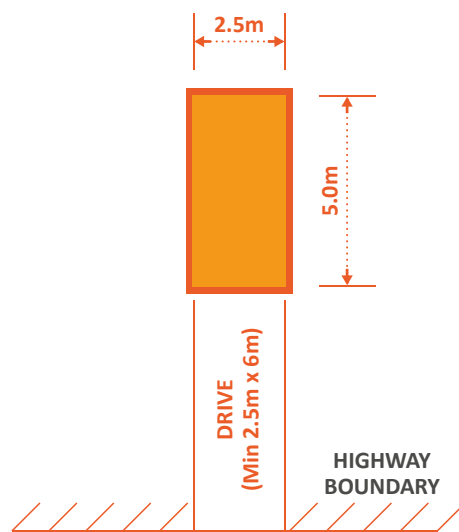
Diagrams are not to scale.

## Driveway with Garage



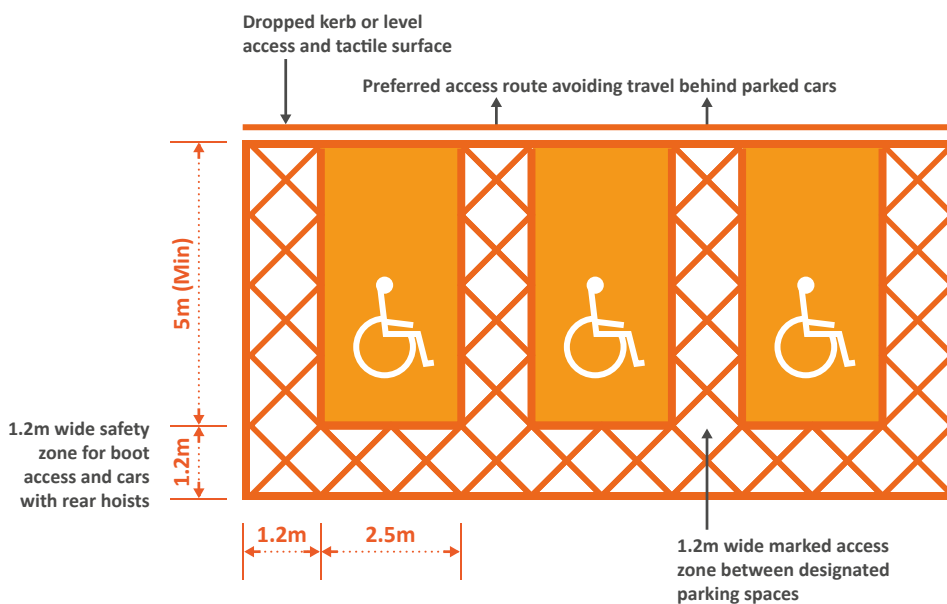
Minimal Internal dimensions of garage and associated driveway = 2 parking spaces

## Driveway with Standard Parking Bay



Minimal Internal dimensions of garage and associated driveway = 2 parking spaces

## Multiple Disabled Parking Bays





The diagram illustrates a cross-section of a two-lane road. On the left, a shoulder is labeled '2.5m' with a vertical double-headed arrow. The main road area is labeled 'Carriageway' and has a width of '6.0m' indicated by a horizontal double-headed arrow. The road is divided into two lanes by a dashed center line. Arrows indicate traffic flow: rightward in the top lane and leftward in the bottom lane. The road is bordered by orange lines representing the road edges. Below the road, the word 'Footway' is written.

The diagram illustrates a road cross-section. At the top, a horizontal line represents the ground level. Below this, a central section is labeled 'Carriageway' with a width of 5m, indicated by a vertical double-headed arrow on the left. Two horizontal arrows within the carriageway point in opposite directions, representing traffic flow. On either side of the carriageway are 'Footway' sections, each 2.5m wide, also indicated by vertical double-headed arrows on the left. Below the footways is a raised area, 5.0m wide, indicated by a vertical double-headed arrow on the right. This raised area has a hatched base, suggesting a different material or structure, and is bounded by a low wall or curb. The overall layout shows a central carriageway flanked by footways, with a raised area at the bottom.

The diagram illustrates the required dimensions for a designated disabled parking space. It shows a rectangular space with a white wheelchair symbol on an orange background. The overall width is 2.5m, and the overall length is 5m (Minimum). The space is divided into a 1.2m wide access zone on the right side, which is marked with a cross-hatch pattern. The remaining area is 1.3m wide (2.5m - 1.2m). The height of the wheelchair symbol is 1.4m. An additional disabled sign is shown above the space to reinforce the road markings.

Additional disabled sign to reinforce the road markings

5m (Min)

1.4m

1.2m

1.2m wide marked access zone between designated parking spaces

2.5m

1.2m



## C

## Appendix C: Car Parking Standards

The standards set out in the following tables represent minimum levels of car parking, based on local evidence and an interpretation of the requirements of prevailing Transport Policy. The minimum levels define a balance between the need to accommodate cars whilst at the same time supporting a move to more sustainable patterns of mobility. Development proposals that seek to provide lower levels of parking will need to be supported with appropriate justification but will only be accepted in exceptional circumstances.

### Residential Parking Standards

Minimum parking standards relating to residential development are set out in Table 3 below. The standards do not differentiate between flats and houses, recognising only the size of the dwelling unit.

	Land Use	Car Parking (Spaces)
Town Centre	Dwellings	No parking required
	1-2 bedrooms	1 per dwelling
District Centre	3-4 bedrooms	2 per dwelling
	5+ bedrooms	3 per dwelling
Other Urban	1 bedroom	1 per dwelling
	2-3 bedrooms	2 per dwelling
	4+ bedrooms	3 per dwelling
Rural	1-2 bedrooms	2 per dwelling
	3+ bedrooms	3 per dwelling

Table 3: Minimum Car Parking Levels (Residential)

In respect of Houses of Multiple Occupancy (HMO's), the provisions of Table 1 should be noted. Within the levels of car parking defined above, 6% of spaces are to be laid out as spaces dedicated for the use of disabled drivers (see layout details at Section 11 above).

In addition to the provision made for residents a further 25% of spaces are to be provided for the use of visitors. Provision for Electric Vehicle Charging Points will also need to be made (see Section 7. above).



## Non-Residential Parking Standards

For development where a specific minimum standard is not quoted in the table below, the Council will expect the applicant to make a reasoned and justified proposal, based on an assessment of development form, occupancy, travel patterns and site accessibility.

Land Use Class	Land Use	Spaces Required
A1	Non-Food Retail, GFA less than 1,000m <sup>2</sup>	1 per 35m <sup>2</sup> (GFA)
	Non-Food Retail, GFA more than 1,000m <sup>2</sup>	1 per 22m <sup>2</sup> (GFA)
	Food Retail, GFA less than 800m <sup>2</sup>	1 per 35m <sup>2</sup> (GFA)
	Food Retail, GFA more than 800m <sup>2</sup>	1 per 18m <sup>2</sup> (GFA)
A2	Financial and Professional Services	1 per 30m <sup>2</sup> (GFA)
A5	Food & Drink: Hot Food Takeaway	1 per 10m <sup>2</sup> (GFA)
B1	Business	1 per 30m <sup>2</sup> (GFA)
B2	General Industry	1 per 50m <sup>2</sup> (GFA)
B8	Storage or Distribution	1 per 200m <sup>2</sup> (GFA)
C1	Hotels, Boarding and Guest Houses	1 per bedroom (incl. staff bedrooms)
D1	Place of Worship	1 per 5m <sup>2</sup> (GFA)
	Clinics, Health Centres and Surgeries	5 per consulting room
	Education Centres:	
	· Staff	1 per two staff
	· Visitors	1 per seven staff
	· Parents	Assessed on merit
D2	Cinemas and Conference Facilities	1 per 5 seats

Table 4: Minimum Car Parking Levels (Non-Residential)

Within the levels of car parking defined above, 6% of spaces are to be laid out as spaces dedicated for the use of disabled drivers (see layout details at Section 11 above). Provision for Electric Vehicle Charging Points will also need to be made (see Section 7. above).



# D

## Appendix D: Cycle Parking Standards

Table 5 below sets out the minimum requirements in respect of cycle parking for new development. Certain land uses are not specified within the table; where this is the case, the applicant will be expected to make appropriate provision, which will need to be justified.

Land Use Class	Land Use	Spaces Required
A	Retail	4 spaces plus 2 spaces for every 500m <sup>2</sup> above 1,000m <sup>2</sup> (GFA)
B	Employment Development	4 spaces plus 2 spaces for every 500m <sup>2</sup> above 1,000m <sup>2</sup> (GFA)
C3	Dwelling houses and flats (1-2 bedrooms)	1 space per unit
	Dwelling houses and flats (3+ bedrooms)	2 spaces per dwelling
D1	Primary (from age 7) and Secondary Schools, Further and Higher Education	1 per 8 staff and students
	Nursery/Crèche/Infant and Primary School (up to age 6)	1 per 10 staff (Parking for Infant pupils assessed on merits)

Table 5: Minimum Cycle Parking Levels

‘Spaces’ refers to a facility for a single cycle. A single ‘Sheffield’ type stand for example provides capacity for two spaces.

Further guidance on the matter of cycle parking can be found in the “Swindon cycle parking standard” document, available to download from the Council’s website ([link here](#)).







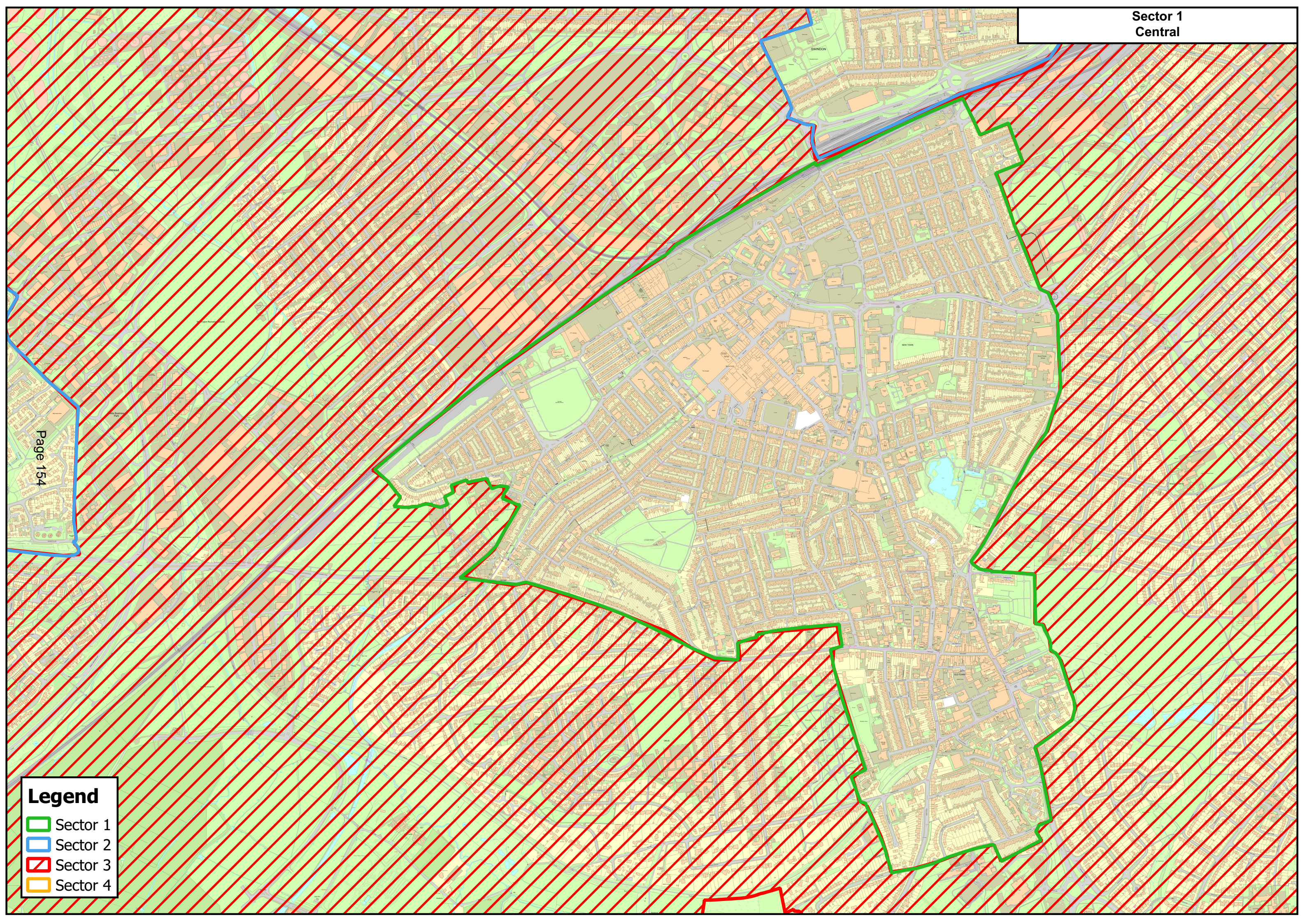
Legend

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-  Sector 2
-  Sector 3
-  Sector 4



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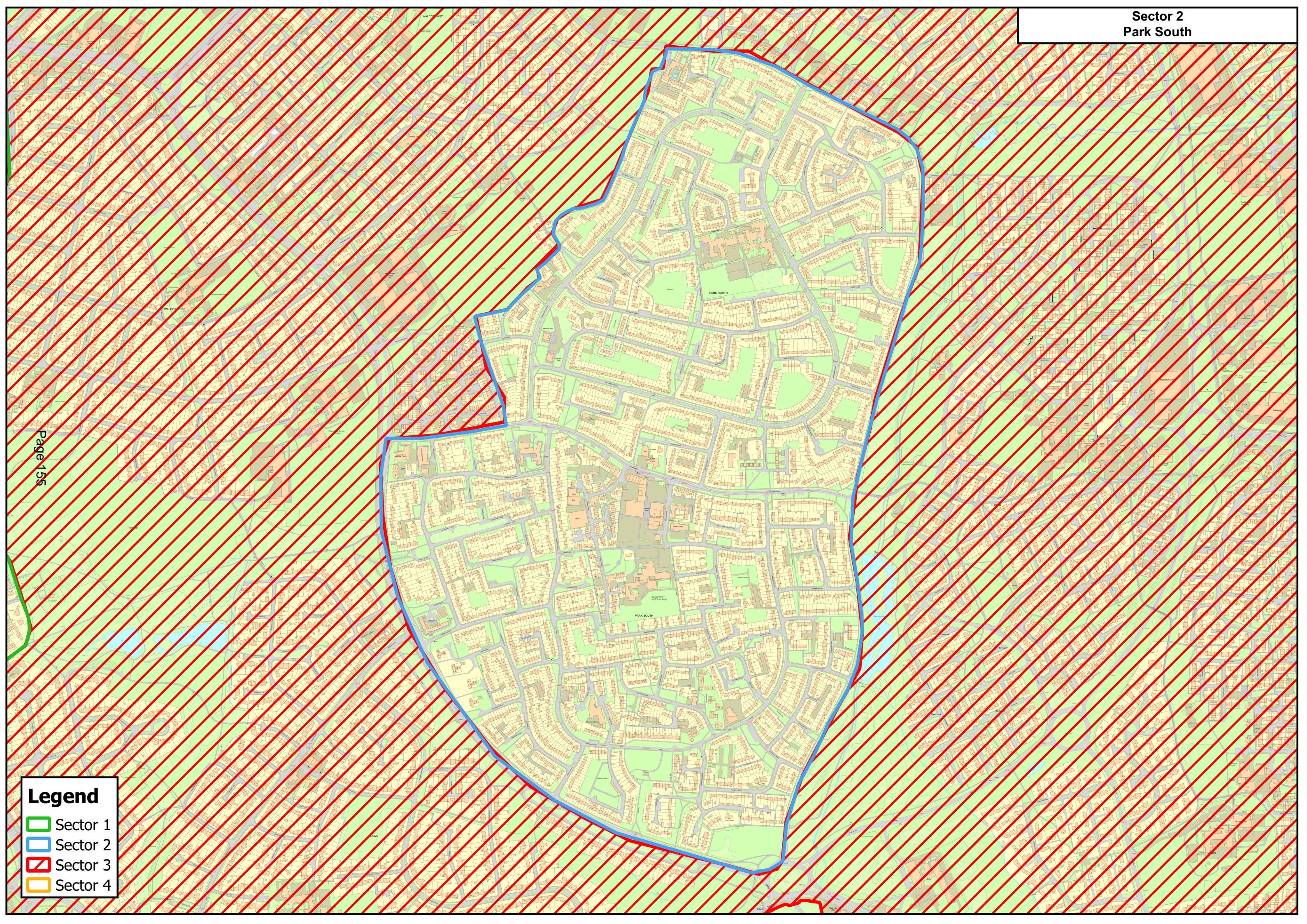
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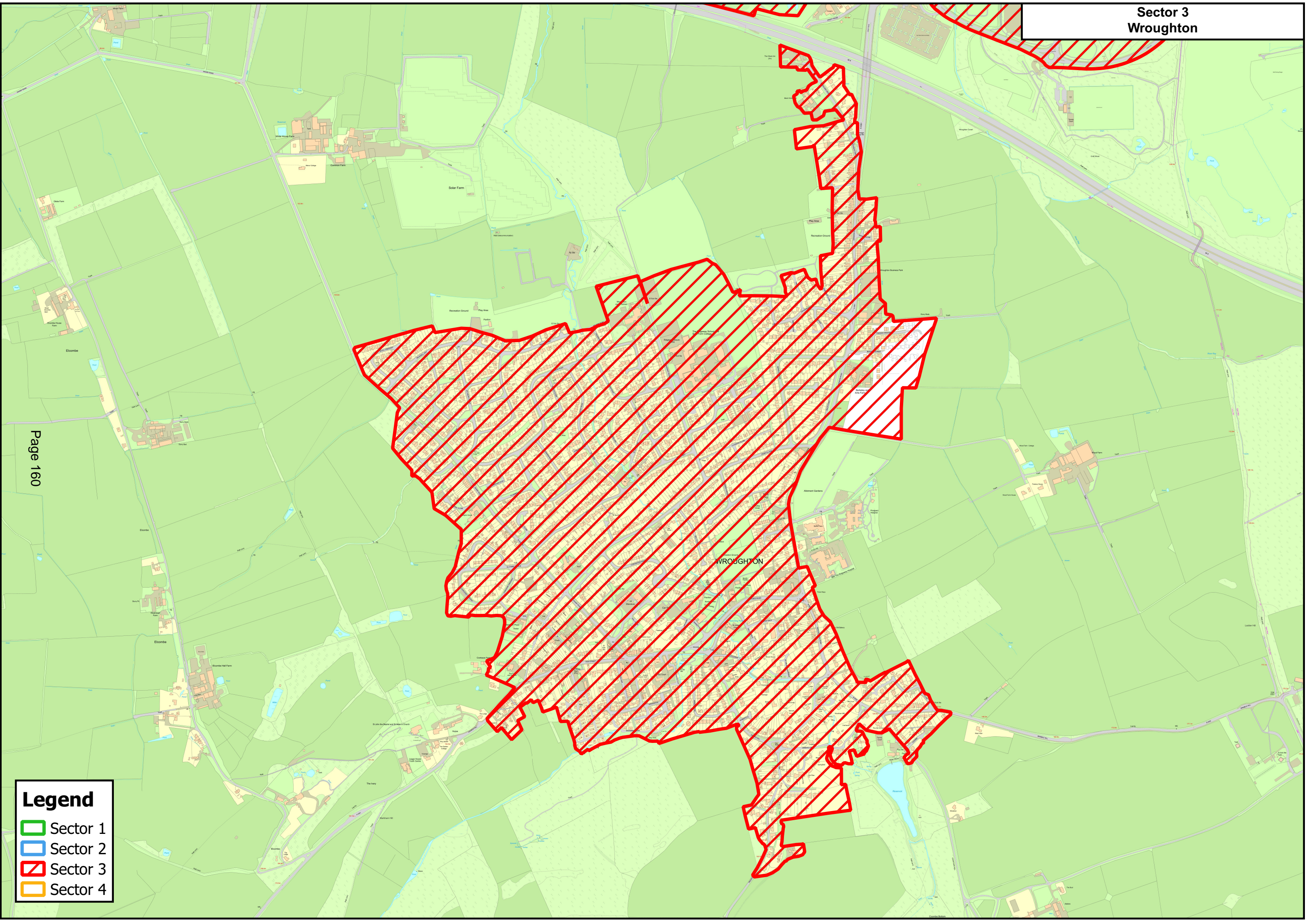




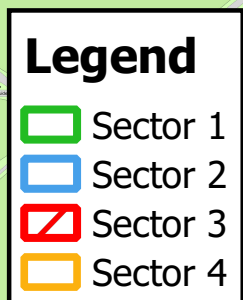


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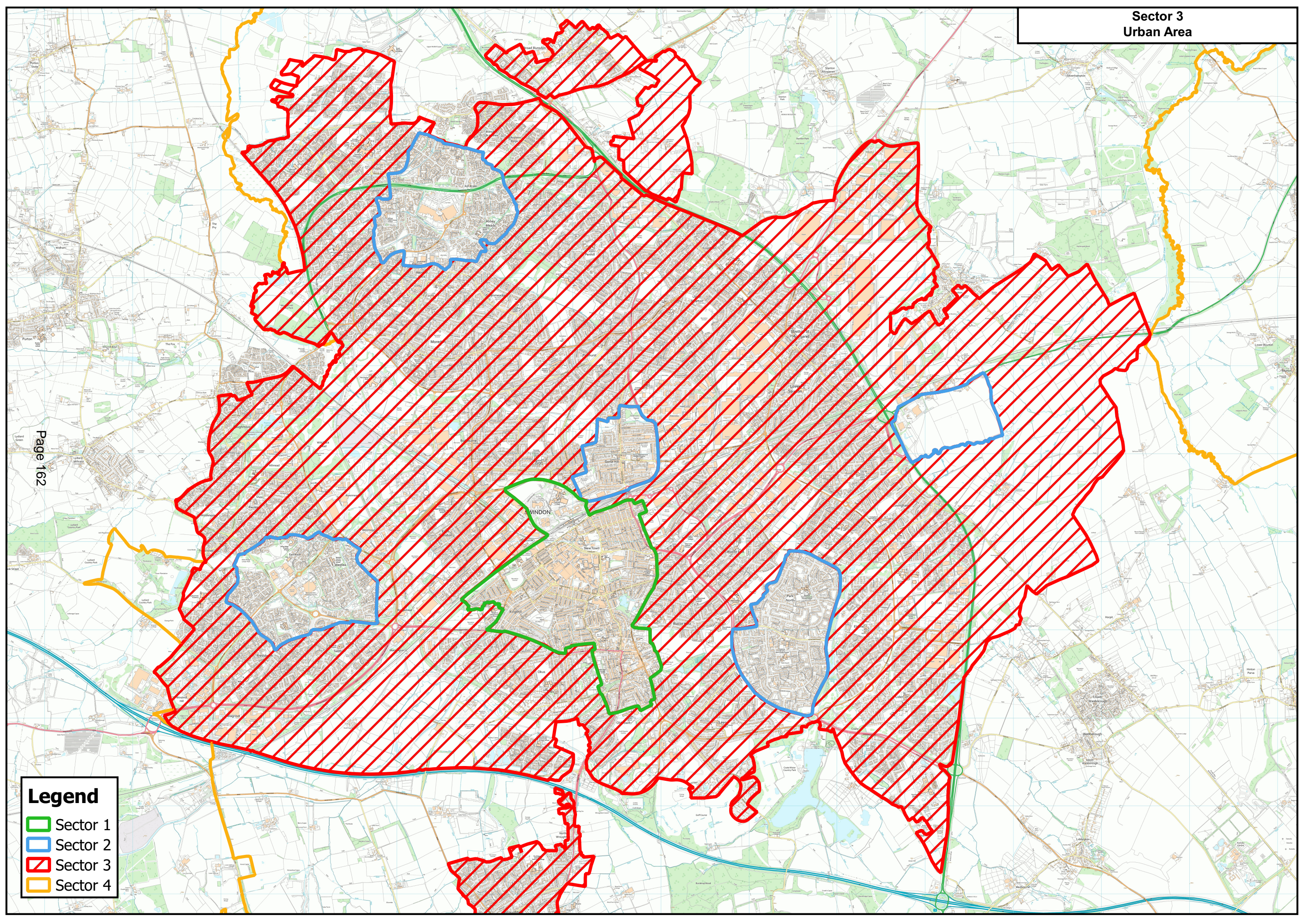


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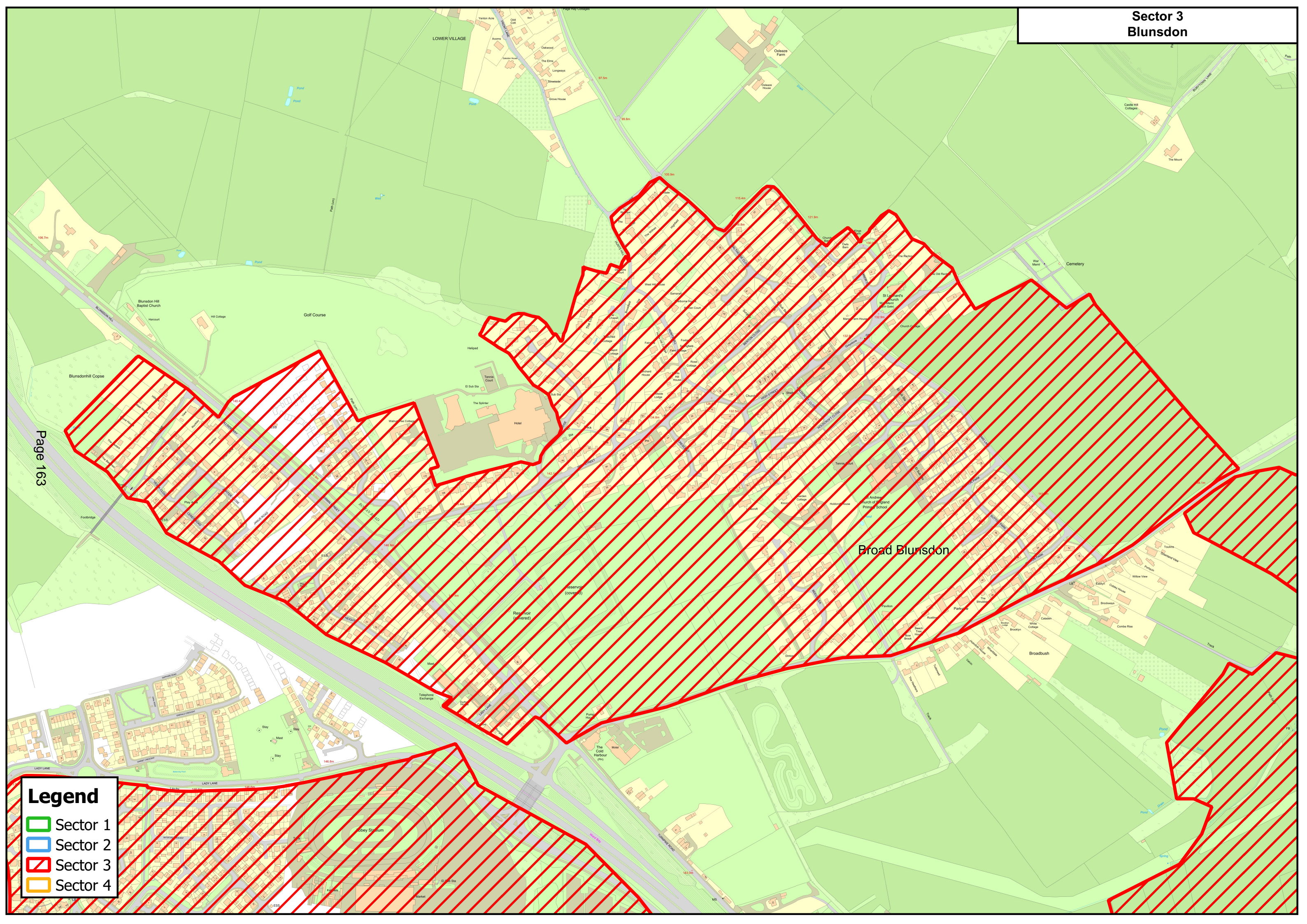
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Broad Blunsdon

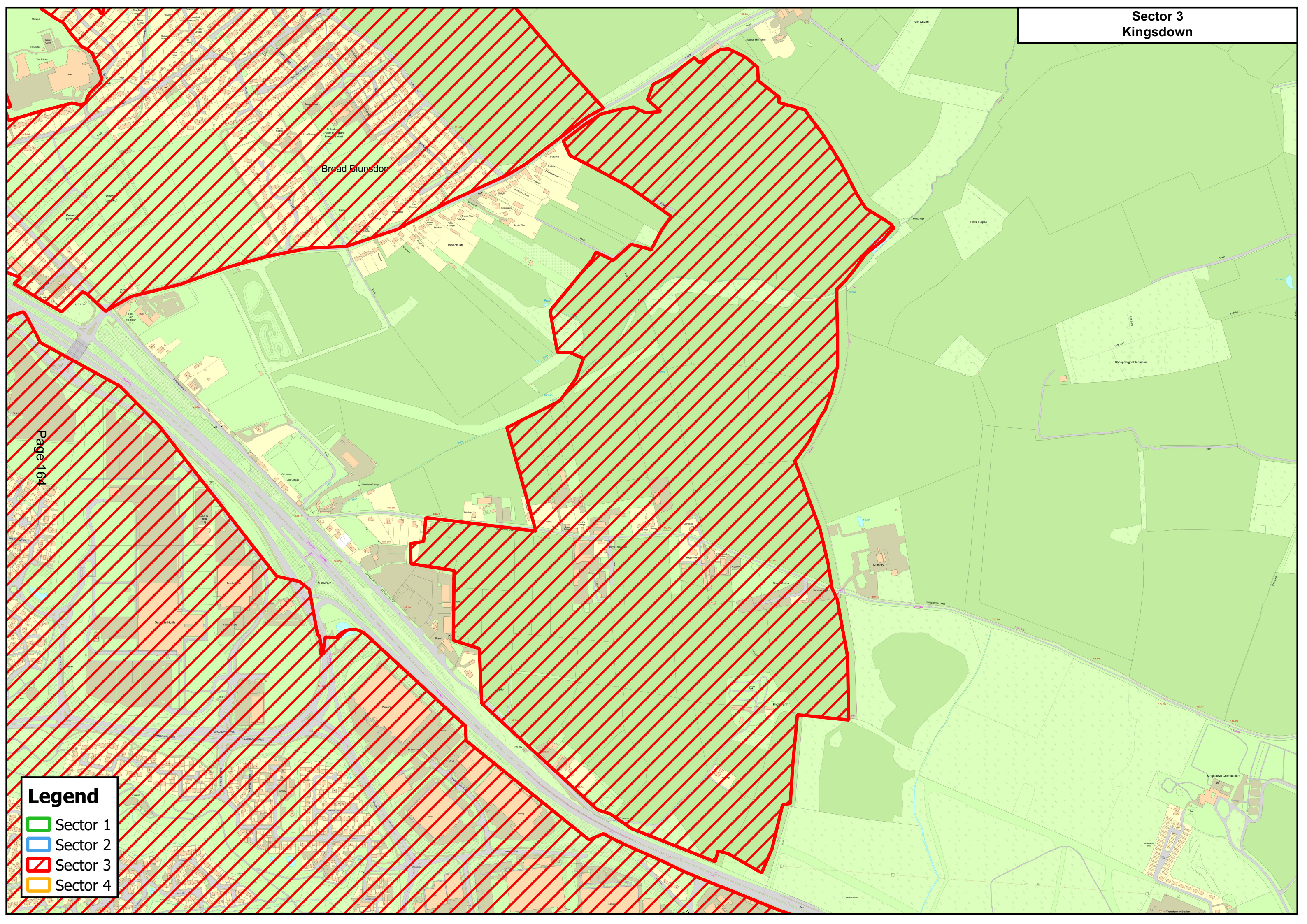
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**Protocol for Dealing with Planning and Related Applications  
And  
Local Planning and Related Application Validation lists**

**Planning Committee**

**11<sup>th</sup> June 2019**

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Author: Head of Planning, Regulatory Services and Heritage

Wards: All Wards

Parishes: All Parishes and Town Councils

**Purpose and Reasons**

**1. Purpose and Reasons**

- 1.1 To seek the Planning Committee's approval of the protocol for the dealing with planning and related applications
- 1.2 A review of the protocol took place in April 2017 when the committee considered and agreed an updated and consolidation of the protocol be carried out and set out in a single accessible document. Members are requested to re-affirm the protocol together with some changes
- 1.3 This update will not affect how Parish / Town Councils and statutory consultees are consulted.
- 1.4 It is considered that procedures should be up to-date and ideally agreed on a regular basis to reflect the current practice and the increased use of IT.
- 1.5 This report will set out current practice and where relevant or appropriate recommends improvements / amendments.
- 1.6 In addition, members are asked to re-affirm the local application validation list. This sets out the information requirements that the Local planning authority consider necessary, at the outset to enable an application to be properly assessed. This was last agreed in April 2017 and should be reviewed regularly, to ensure it is proportionate and does not put onerous demands on an applicant whilst ensuring sufficient details are provided to enable applications to be adequately assessed.

**2 Recommendations**

The Planning Committee is recommended to:

- 2.1 Note the protocol and the additional clarification contained therein, including the change to how representations are titled when published on public access.).
- 2.2 Approve the procedures set out in Appendix 1 to this report for the purpose of consultation on planning and related applications ("consultation protocol")

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Further information on the subject of this report can be obtained from *Andy Brown* on 466286 or Email [andybrown@swindon.gov.uk](mailto:andybrown@swindon.gov.uk).



# **Protocol for Dealing with Planning and Related Applications And Local Planning and Related Application Validation lists**

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- 2.3 Agree that the consultation protocol be circulated to all Borough Councillors for information and that they be reminded of the obligation that where they request an application be determined by the planning committee that they do so in writing within the prescribed timescales and the request must give reasons for the request.
- 2.4 Agree that the consultation protocol be circulated to all Parish and Town Councils for information and that they be reminded of the obligation that where they request an application be determined by the planning committee that they do so in writing within the prescribed timescales and that reasons are given for the request as to why a particular application is considered to raise significant planning issues or is locally controversial.
- 2.5 Agree the Local Application Validation Lists and authorise the Head of Planning, Regulatory Services and Heritage to review and amend them as necessary or at least on a biannual basis and to publish them on the council's web site.
- 2.6 Agree the Protocol and authorise the Head of Planning, Regulatory Services and Heritage to review and amend the protocol as necessary or at least on a biannual basis and publish the protocol in the planning pages of the Councils Web site.
- 2.7 Authorise the Head of Planning, Regulatory Services and Heritage to make any minor or typographical changes as may be necessary.

## **3.0 Detail**

### The legal position

- 3.1 The requirements for publicising planning applications are set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Planning Authority is required to publicise a planning or related application once it has been validated.
- 3.2 In accord with legislation in most cases, a 21 day period is given in which responses must be made. The application details are published online and are accessed via the planning pages of the council's web site. Once the consultation period has ended, the web site reflects this, and comments are no longer able to be submitted on-line.
- 3.4 There are also statutory publicity requirements for certain categories of development, which include the posting of site notices and publishing details in the public notices section of a newspaper, for example, proposals affecting a listed building and conservation area and major development.

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## Consultation with neighbours

- 3.5 The legislation sets out that in addition to certain statutory consultees, adjoining properties must also be made aware and given an opportunity to comment on planning applications. Swindon Borough Council has chosen to do so by notifying the neighbouring properties, i.e. those premises that adjoin the application site. This is done by writing to the properties concerned, informing them of the proposal and providing details of where the details can be inspected and the date by which any comments must be made. All post is sent out via 2<sup>nd</sup> class mail except in exceptional circumstances where first class mail may be used.
- 3.6 This system has generally worked well and has advantages over the alternative of posting of a single notice at or near the property, which affected neighbours may not read.
- 3.7 A period of 21 days is given in which responses must be made. The application details are published online and are accessed via the planning pages of the council's web site. As explained above, when the consultation period has ended, the web site reflects this, and comments are no longer able to be submitted on-line.

## General Consultation Principles

- 3.8 Notifications are sent to neighbouring occupiers whose properties adjoin an application site, whether or not they are residential neighbours.
- 3.9 In the case of a side extension to a house, those properties situated either side and to the front and rear will be notified. In the case of a rear house extension, only those to the side and rear will be notified. Similar principles will apply to a front only extension. Some developments that may have wider / off site impacts may be subject to broader consultation, including the use of site notices.
- 3.10 The position in respect of applications where revised details / plans are received is set out and discussed in more detail below
- 3.11 In short, a revised notification exercise will not take place in each and every situation as the revised impact will need to be judged. If deemed appropriate to do so, notification takes the form of a card as with the original consultation exercise, albeit with a lesser timescale of 14 days allowed for responses.

## Use of IT / electronic media

- 3.12 The Government encourages the use of electronic media and the legislation reflects this by allowing consultation to take place in this format. The department

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takes advantage of IT and notifies most statutory and internal consultees by email. Similarly Parish and Town Councils are notified in this way.

- 3.13 Applicants are encouraged to submit their applications and documents / drawings electronically via the Planning Portal. Swindon currently receives over 70% of its applications in this way.
- 3.14 When an application is made electronically the planning authority may correspond with the applicant in this manner.
- 3.15 The majority of comments received on an application are made electronically, most via the Public Access System where the application details are viewed through the Councils web pages.
- 3.16 Later in this report members will note that correspondence takes place with applicants, agents, developers and objectors / supporters. This will include informing them if the proposal is to be considered by the committee and providing details of the meeting. This may be by electronic means where the contact with the local planning authority is made in this way.. This will enable information to be disseminated much quicker, and will help the council reduce printing / postage costs.

## Consultation with Swindon Borough Councillors

- 3.17 Members are made aware of applications through the weekly list of applications that appears in the Members bulletin, published each week and either emailed or posted to every Councillor. This has been the case for many years, having been agreed by the planning committee as part of the Planning Charter for Development Control. Where members request the weekly list as a standalone document, separate to the Bulletin, it is either emailed or posted to them as they may prefer upon request
- 3.18 This procedure is also echoed and set out in the Statement of Community Involvement in February 2019 adopted and agreed by Cabinet..
- 3.19 Councillors will already be aware that from time to time they are formally informed of new applications by electronic notification (email) similar to that sent to neighbours. Although there is no requirement to do this, it does occur where the case officer is of the view that that a proposal may be locally controversial or is a type of development that Ward Members have expressed an interest in and therefore special attention should be drawn to it.
- 3.20 This is not a fool proof method as it is unlikely that officers and members will be able to always predict what might happen in respect of any particular application which on the face of it may seem like an innocuous application.

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- 3.21 Ward Councillors are notified where re-consultation takes place following amendments to an application. This is because the amendments would not appear in the weekly list, which only report applications received and determined.
- 3.22 Where notification is made electronically this has the advantage of making members aware at an early stage and at the same time as local residents / neighbours / parishes receive their notification. The committee is requested to endorse this method of communication.
- 3.23 Planning applications are published online via the Public access pages of the council's website. It is useful to remind Members that they can visit the relevant pages and register to receive daily notification of applications and decisions within their Ward or indeed any other area of the Borough they may have an interest in. Officers can provide assistance if required. . The service can be configured to filter specific Wards, Parishes, dates and types of development
- 3.24 Improvements to process have in some cases enabled delegated planning decisions to be made more efficiently and promptly as soon as the 21 day consultation period has expired. This is in accord with the adopted Scheme of Delegation which allows members to request that an application be 'called in' to planning committee if the request is made within 21days of validation. ( 14 days for revised details).

## Consultation with Parish and Town Councils

- 3.25 The process of notifying Parish and Town Councils follows closely that for notifying neighbours, described earlier in this report. They are notified of applications within their area and are given 21 days to respond and 14 days when notified of revised plans.
- 3.26 The procedure is also contained in the Swindon Borough Parish and Town Council Charter 2015, agreed by the Parish and Town Councils, and the Swindon Area Committee of the Wiltshire Association of Local Councils in January 2015.
- 3.27 The Charter also confirms the ability of Parish and Town councils to request that applications be determined by the planning committee rather than by officers under delegated powers. This echoes the relevant clause in the Councils scheme of delegation **but does require reasons to be given for the request as to why a particular application is considered to raise significant planning issues or is locally controversial.**

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- 3.28 Parish and Town Councils are consulted using electronic media as described in above.

## Consultation following receipt of revised details / amended plans

- 3.29 A proportion of the applications dealt with are subject to revisions. The legislation does not require any further consultation to be carried out in such cases. However, along with most other local planning authorities, this council does so and this is generally regarded as good practice.
- 3.30 A revised notification exercise will not take place in each and every situation as the revised impact will need to be judged. If deemed appropriate to do so, notification is made in writing as with the original consultation exercise albeit with a lesser timescale of 14 days is allowed for responses.
- 3.31 Officers recognise and acknowledge the importance of notifying neighbours, which is to enable those affected to be aware of and to be able comment on a scheme. In each case a judgement has to be made whether further consultation is necessary and if so whether it should be a 'wholesale' exercise or be proportionate to the impact of the revisions.
- 3.32 The following are examples where revisions would not normally lead to a further round of consultation being carried out:
- The revisions mitigate, address or overcome objections.
  - The revisions reduce the scale or impact of a scheme to which no comments have been received.
  - The revisions amend part of a scheme where no additional impact arises and upon which no concerns have been raised,
- 3.33 When it is deemed appropriate that a revised consultation exercise takes place, the notifications will be limited to.
- Those properties that lie adjacent to the location of the amended proposals.
  - Those properties directly affected by the location of the amended proposals.
  - Those who have written in already and expressed concerns at the matters being amended – unless their stated concerns have been addressed

## Consultation on applications for the approval of reserved matters following grant of Outline permission

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- 3.34 It is not unusual for applications that have attracted a large amount of objections at the outline stage sees dramatically reduced comment once the principle of developing a site has been established.
- 3.35 The objections will normally relate to the impacts of the principle of development and the associated highway implications. In such cases, where the application is granted – either by the local planning authority or on appeal -, the principle and scale of development together with the location and impact of the access will normally have been considered to be acceptable in planning terms and approved. Further objections to those agreed aspects at the reserved matters stage cannot be considered.
- 3.36 For applications that follow the grant of outline permission the department will continue to notify only those immediately affected by the details of the reserved matters (in most cases they will be housing developments), rather than those further afield who whilst not agreeing with a development, will not be directly affected by the details – (e.g. layout and house types).
- 3.37 . Reserved matters applications can be for a significant number of houses and this council considers it important that proposals must be adequately publicised and where an application meets the definition of ‘major’ development (e.g. 10 houses or more) details are published in the local newspaper and notice is displayed on the site. This is in addition to notifying affected ‘neighbours’.
- 3.38 Similar principles would be applied to applications for full planning permission where the principle of the development has been established by the grant of planning permission and a revised application proposes changes to the previous scheme – e.g. changes to a housing development to alter the layout / house types.

## **Larger sites**

- 3.39 The neighbour notification procedure described above requires all those properties adjoining the application site to be notified of the proposal. There are instances a more proportionate approach taken. For example there might be a proposal for a bike shelter within a large commercial complex or a school campus, where the application site might include the whole grounds. To avoid unnecessarily consulting a number of neighbours who may a significant distance away and will not be affected by the proposal a judgement will be made to ensure a proportionate consultation exercise is undertaken so that only those properties likely to be affected will be notified. Of course, a site visit might suggest otherwise and additional / wider consultation may be required.

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## Certificates of Lawfulness

- 3.40 These types of application allow an applicant to seek a formal decision to establish whether or not permission is required for a development he proposes to carry out or whether a development that has been carried out is lawful either by the passage of time or because planning permission was not required.
- 3.41 There is no formal requirement for a local planning authority to undertake any consultation upon receipt of either of these types of application. This is because they must be considered on the basis of fact rather than on the merit or desirability of the development. In clear cut cases, no neighbour consultation would be expected to be undertaken. However, there may be instances where the local planning authority may find it helpful to seek corroboration of the facts and evidence. In such cases there is nothing to preclude the local planning authority from seeking the views of local residents or any other interested parties to assist its deliberations.

## Telecommunications

- 3.42 Applications whether seeking planning permission or prior approval for Masts and paraphernalia associated with telecommunications including those by mobile phone and broadband operators can be controversial. Acknowledging this, all properties, including schools, within a 100m Radius of the site will be notified when applications are received.
- 4.0 Reporting comments received.**
- 4.1 All comments / representations received are assessed and taken into account in the determination of applications. These are set out by the officer in the application report and commented upon / addressed as appropriate in reaching the recommendation / decision.
- 4.2 All persons making representations in respect of applications that are to be determined by the planning committee will also receive notification informing them of the meeting details to enable them to be present at or speak to the committee.
- 4.3 There are instances where objectors / supporters of a scheme produce a standard letter / email that is copied by many individuals and submitted in opposition or support a development. As members will be aware, it is the nature of the representation that is material not the number of times the same comment is made. Nevertheless, each letter is logged as an individual comment and if applicable each person will be notified of the date the planning committee meeting at which the application will be considered at.

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## Petitions

- 4.4 The local planning authority will continue to treat petitions that relate to a planning application as a single representation. When received, the petition will be logged as a comment from a single individual and this will be attributed to the author of any accompanying note or in the absence of any details identifying the originator of the petition, it will be attributed to the top signature on the first or top page. This protocol is confirmed and explained in the planning pages of the councils web site

## **5.0 Determining applications**

- 5.1 Applications are determined either by the planning committee or by Officers authorised under the Council's Scheme of Delegation This is re-affirmed by Council each year as part of the constitution. The scheme as it applies to Parish Councils is referred to above but it useful to set out details.
- 5.2 An application will be determined under delegated powers unless
- a) The Head of Planning, Regulatory Services and Heritage determined that it should be determined by the planning committee;
  - b) A member has requested in writing within 21 days of the date of validation that the application be considered by the planning committee; A parish Council requests within 21 days of notification the planning committee considers the application because it raises significant planning issues or is locally controversial.

## Late representations

- 5.3 Applications dealt with by the Planning Committee
- 5.4 Representations received after the publication the agenda and up to the start of the meeting will not normally be circulated. The committee will be informed that additional representations have been received but the detail will only be reported where they raise new points or significantly add to those reported in the committee papers. If the comments are received very late, members may be advised that there has been insufficient time to assess or consider the information.
- 5.5 With regard to request for material to be circulated at the meeting, the Members Planning Code of Good Practice advocates against allowing documents to be circulated at Committee Meetings which have not previously been submitted to the Committee as all parties may not have had time to react to the submissions and officers may not be able to provide considered advice on the material. Case law - indicates that the Court is likely to quash a decision where new materials

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have not been made available to the public at least five clear days before the relevant meeting, in breach of section 100D of the Local Government Act 1972. The objectors were said to have not had adequate time to prepare and respond in that case.

**5.6 Applications dealt with under delegated powers.**

- 5.7** Representations received after the close of the formal consultation period will be considered, provided that the case officer is aware of them before the relevant application report has been written. Representations received after this time will be taken into account by the Officer determining the application provided that he/she is aware of their existence prior to the application being decided. Decided in this case means that the decision has been authorised (signed off)

**Non Material and Minor Material amendments**

- 5.8** Recent changes introduced flexibility into the planning regime to allow applicants to amend their schemes in a less onerous way than by making a planning application. The options available include applications for a non-material amendment and a minor material amendment, the procedure is different for each approach.
- 5.9** There can be no hard or fast approach to which method is used as each case will depend upon the particular circumstances. Similarly, the appropriateness of the extent of any consultation will have to be considered on a case by case basis, having regard to the principles in section 2 above

**Site visits by the Planning Committee**

- 5.10** The committee has previously resolved to abandon the practice of deferring applications for a site visit. This is due the extensive detailed application information available, both in the agenda papers and by the display of application material, photographs at the meeting. Should any interested party request a site visit, they will be advised of this resolution.
- 5.11** Individual members of the committee can, prior to a meeting, visit the site under their own volition with or without the appropriate Planning Officer if they consider it necessary.

**Conditions on planning permissions**

- 5.12** Most planning permissions are subject to conditions which are discharged by Planning Officers. This takes place without any further round of consultation as the legislation make no provision or requirement for this to take place. The courts

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have endorsed this view. Occasionally, there will be exceptional circumstances where members may wish to be made aware of such details and may for example request that Officers discharge a condition in conjunction and the agreement the Ward Councillors. Similarly the discharge of some conditions may require that technical or specialist input is sought.

## Appeals

- 5.13 When an appeal is received, the relevant regulations require that all persons who were notified of and who commented upon the related application be informed that an appeal has been lodged. Whilst it is the local planning authority who must notify the interested persons, any comments they wish to make must be sent to the planning inspectorate who administer the process. The exception is in respect of 'householder' appeals where there is no further opportunity to comment.

## Permitted Development / Prior approvals

- 5.14 Informal requests for a decision on whether a proposal constitutes permitted development is no longer given. Such requests can be made via an application for a certificate of lawfulness. However, as members will be aware the scope of permitted development rights have recently been extended.
- 5.15 The relaxation has in many instances introduced a formal but limited consultation requirement, default approval where no representations have been made and also sets out the limited extent of matters that can be taken into account. For example, where larger 6m and 8m long house extensions are proposed, only the immediate neighbours are notified and if they do not object within 21 days, permission is deemed to have been granted. Members and Parish Councils are unable to have any part in this process and are not notified. The local planning authority is required to determine such applications so as to comply with and be in accord with the relevant regulations.

## Local Development Orders

- 5.16 The Committee has approved a number of Local development orders, including those covering, development at employment locations and Low carbon energy. Each of those orders will specify the publicity that will be necessary. This will be less than for formal applications as a wide consultation exercise took place in the formulation of each order

## **6.0 Other Matters**

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- 6.1 From time to time the department is contacted by persons who have requested (insisted) that they be formally notified of an application of which they have knowledge of by being sent a card. They are of course already aware of the application, which is the rationale for notifying, but have not been formally consulted. This is most likely because they live a little further away from a site than would trigger a notification. In such cases it is not appropriate to agree to their request as they clearly know about the development and are not prejudiced or precluded from commenting. This would extend the consultation period for a further 21 days which may not be desirable or reasonable. Criticism could also be levelled at the council for not informing others in a similar position. Such interested persons will be advised to comment on the application as this would trigger and ensure further notifications about the application will be sent to them as it progresses.

## Notification of the decision

- 6.2 Parish and Town councils are required to be notified of decisions on planning applications and are duly informed. As the status of an application is available on the council's web site, those persons / groups who comment on applications are no longer notified of the outcome in writing.

## Privacy statement / how personal information will be used

- 6.3 The Planning department receives a significant amount of correspondence on applications, much of which is required to be made available and published so that it can be viewed on-line. There is a requirement to ensure that sensitive information is not made available electronically, including contact details and signatures. Such details are redacted. A privacy statement is published on the council's planning web pages to ensure that those persons who make comments will know what will happen to the information, in compliance with GDPR regulations

## Pre application consultation

- 6.4 The council encourages all applicants, developers and landowners to discuss their proposals with Borough Councillors (Ward Members) and the local community before submitting planning applications. However, the legislation as currently drafted does not make this mandatory. There may be instances where a developer wishes to carry out pre – application discussions about a potential scheme with the local planning authority that they do not want to be made public, even when these discussions include selected Statutory Consultations. The local planning authority will have to comply with such a confidentiality request, albeit

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Further information on the subject of this report can be obtained from *Andy Brown* on 466286 or Email [andybrown@swindon.gov.uk](mailto:andybrown@swindon.gov.uk).



# **Protocol for Dealing with Planning and Related Applications And Local Planning and Related Application Validation lists**

**Planning Committee**

**11<sup>th</sup> June 2019**

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the developer will be urged to share his scheme with the community at the earliest opportunity

## **7.0 Local Validation Checklists.**

7.1 Local planning authorities are able to adopt local lists of validation criteria that allows additional information to be request at the validation stage, that are in excess of the minimum national requirements. Examples of a local requirement might include a tree survey, drainage details, Heritage Impact Assessment. These are requires in order to assist the LPA to fully understand the implications of the development and enable development to be assessed against the requirements of the NPPF, the development plan – Swindon Borough Local plan 2026 (2015), adopted local policy and other published guidance including supplementary planning documents.

7.2 Regulations within the Town and Country Planning (Development Management Procedure) (England) Order 2015, (as amended) echoed by the Planning Practice Guidance requires that local planning authorities review their local lists every two years. The last full review was undertaken in 2017 when the local list was considered against the advice contained in the PPG.

7.3 There are over 20 Local Validation lists for planning and related applications that relate to the number of different categories of application. Each contains a different set of criteria relevant to the type of application as a one size fits all approach is not appropriate or reasonable. These are:

Advertisement Consent  
Discharge Conditions  
Full Planning and Advert Consent  
Full Planning and Listed Building Consent  
Full Planning  
Hedgerow Removal Notice  
Householder and Listed Building Consent  
Householder  
Listed Building Consent  
Lawful Development Certificate Existing  
Lawful Development Certificate Proposed  
Non Material amendment  
Outline all matters reserved  
Outline some matters reserved  
Prior Notification - Agricultural or Forestry Building  
Prior Notification - Agricultural or Forestry Excavation  
Prior Notification - Agricultural or Forestry Fish Tank  
Prior Notification - Agricultural or Forestry Road

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# **Protocol for Dealing with Planning and Related Applications And Local Planning and Related Application Validation lists**

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Prior Notification – Demolition  
Prior Notification – Telecommunications  
Removal or variation of condition  
Reserved Matters  
Works to Trees  
Wichelstowe Validation checklist  
Tadpole Garden Village Validation Checklist  
Commonhead Validation Checklist

7.4 The documents listed above are set out in appendix 2 attached to this report.

7.5 Officers have reviewed the local lists and are of the view that the requirements remain pertinent and proportionate and accord with the advice in the PPG and are of the view that only minor changes are necessary at this time. These reflect the lesser number of copies of drawing required, where the submission is in paper form and clarification regarding scale bars on drawings. Accordingly the committee is requested to agree to re-adopt the local lists and that this be published on the council's website.

## **8.0 Conclusion**

8.1 Whilst this protocol will cover most situations and applications, there will always be the occasional proposal that will require special treatment or wider publicity. In such cases the local planning authority will continue to adopt a cautious approach of undertaking more, rather than less publicity.

## **9.0 Alternative Options**

9.1 The Planning Committee may not agree to adopt some or all of the protocol, but the Local Planning Authority will have to continue to publicise applications in a manner that at least meets the statutory requirements

9.2 The above report properly stresses the importance of ensuring that an adequate and appropriate level of consultation takes place to continue to ensure that those persons affected by development are aware of the proposals. Members are also invited to express support for the increased use of digital media in publicising applications and related matters and to support investment in improvements to the planning pages of the councils' web site.

## **10 Implications, Diversity Impact Assessment and Risk Management**

### **Financial and Procurement Implications**

10.1 There will be no impact upon fee income, however previously identified savings on printing, paper and postage will continue. In addition, by directing consultation

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to those directly affected by and interested in a development, consultations will be timelier and less resource hungry, so that the focus can be directed to the increased workload, enabling the local planning authority can continue to meet its statutory targets.

## Legal and Human Rights Implications

- 10.2 Legal and human rights implications have been taken into account in preparing this report.

## All Other Implications (including Staff, Sustainability, Health, Rural, Crime and Disorder)

- 10.3 It is envisaged that the protocol would enable staff to exercise judgement from the largely administrative process of determining applications to enable resources to be focussed on dealing with those proposals that are likely to require a greater level of input. The protocol should help efficient and appropriately targeted consultation to those affected.

## 10.4 Links to Council Plan 2016-2020, Strategic Objectives, Plans and Policies

This report relates to improving the quality of development to be constructed in the Borough and therefore it is aligned with the vision for Swindon which seeks to ensure Swindon has all the positive characteristics of a British city with one of the UK's most successful economies and a model of well managed housing growth which supports new and existing communities. This report supports the vision with respect to deregulation, facilitating local decision-making and helping to deliver economic growth. As such the proposal is fully aligned to our Corporate Objective around securing good economic growth.

## Diversity Impact Assessment

- 10.5 This report reviews the protocol last agreed in April 2017 and sets out in more detail how proportionate consultation (engagement) will take place. A Diversity Impact Assessment (DIA) has previously been completed in respect of the Council's Statement of Community Involvement. The implementation of this proposal accords with regulation and will not create an adverse impact on the basis of age, disability, race, gender, sex, sexual orientation, religion or belief.

## Risk Management

- 10.6 The procedures set out above and the review of the Local validation Checklists reflect and clarify the statutory duties the Local planning authority must comply with.

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# **Protocol for Dealing with Planning and Related Applications And Local Planning and Related Application Validation lists**

**Planning Committee**

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## **Consultees**

- The Director of Finance (Section 151 Officer) and Director of Law and Democratic Services (Monitoring Officer) are consulted in respect of all reports.

## **Background Papers**

- Town and Country Planning (Development Management Procedure) (England) Order 2015.
- National Planning Policy Framework (2019)
- National Planning Practice Guidance (2014 as updated)
- Statement of Community Involvement in Planning ( 2019)
- Parish Borough Planning Charter 2015
- Scheme of Delegation 2019
- The Councils Adopted Consultation policy 2014 – 2019 (2019)
- Members Planning Code of Good Practice

## **10 Appendices**

Appendix 1 – Protocol for Dealing with Planning and Related Applications

Appendix 2 – Local Planning Application Validation lists.

Advertisement Consent

Commonhead

Discharge Conditions

Full Planning and Advert Consent

Full Planning and Listed Building Consent

Full Planning

Hedgerow Removal Notice

Householder and Listed Building Consent

Householder

Listed Building Consent

Lawful Development Certificate Existing

Lawful Development Certificate Proposed

Non Material amendment

Outline all matters reserved

Outline some matters reserved

Prior Notification - Agricultural or Forestry Building

Prior Notification - Agricultural or Forestry Excavation

Prior Notification - Agricultural or Forestry Fish Tank

Prior Notification - Agricultural or Forestry Road

Prior Notification – Demolition

Prior Notification – Telecommunications

Removal or variation of condition

Reserved Matters

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**Protocol for Dealing with Planning and Related Applications  
And  
Local Planning and Related Application Validation lists**

**Planning Committee**

**11<sup>th</sup> June 2019**

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Tadpole Garden Village  
Works to Trees  
Wichelstowe

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Further information on the subject of this report can be obtained from *Andy Brown* on 466286 or Email [andybrown@swindon.gov.uk](mailto:andybrown@swindon.gov.uk).



## Validation Checklist

### Application requirements for consent to display an advertisement(s)

Applications can be submitted electronically using the Planning Portal website ([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient (at least 2 roads) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
<b>Advertisement drawings</b> at a scale of 1:20 or 1:50 showing advert size, siting, materials, colours, height above ground, extent of projection, fixing details and methods/levels of illumination.	
<b>Existing and proposed elevations</b> at a scale of 1:50 or 1:100.	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Commonhead Validation Checklist

All plans and drawings must include a north point, paper size and a scale bar indicating a minimum of 0-10 metres.

Reserved Matters submissions must include:

<b>Completed application forms</b>		<b>Design &amp; Access statement</b> Condition 6 requires an explanation of how the proposal accords with the provisions of the design code.	
<b>The correct fee</b>			
<b>Location Plan with site edged red suitable for use at Committee</b> At 1:1250 or 1:2500 indicating Marlborough Road and/ or Day House Lane for context.		<b>Planning layout: 1:200</b> Again the site must be edged red and the plan must show adjoining areas and infrastructure. The proposed parking for each plot must be clearly identified on the plan.	
<b>Existing site plan: 1:500 This should show existing landscaping and levels</b> , the location, species, girth or stem diameter and crown spread of all trees and hedges on and adjoining the site with a stem diameter of 100 mm or greater should be accurately plotted with the reference number.  Existing levels including, where appropriate, sufficient detail to allow proper consideration of existing tree protection.  Location and dimensions of existing watercourses, drainage channels and other aquatic features with water, invert and bank levels as appropriate.  The design and alignment of any stream improvements and works affecting existing watercourses, and the flood relief channels and wetland habitats within the extended river corridors.		Levels are required across the site and details of proposed slab levels and level thresholds for each plot (front rear or side) must be provided.  The roads must be clearly labelled to identify the type in accordance with the code  Affordable housing units should not be provided in groups of more than 12 unless it can be shown that larger groups are necessary as an integral part of high quality and practical design.  <b>Condition 35:</b> 10% of affordable housing constructed to Lifetime Homes Standards, these should be identified on plan.	
<b>Soft landscaping scheme</b> This must be at a scale of 1:200 on a plan showing the building layout and must be accompanied by a planting schedule detailing size of plants and densities.  Condition 14/15: Tree Protection - All Applications:		<b>Colour street scenes and/or street elevations</b> The key street scene(s) must be provided at 1:100 noting plot numbers and in a coloured format generally reflecting the proposed materials.	



<p>Before works can commence tree &amp; hedgerow protection must be in place. This must be shown on the existing vegetation plan or proposed soft landscaping plan. The proposed location of the protective fencing should be in the form of an exclusion zone for development and details of the fencing type must be provided.</p>		<p><b>House type, garage and carport elevations &amp; floor plans</b></p> <p>Every house type and different garage listed on the layout must have a corresponding elevation and floor plan at 1:100.</p>	
<p><b>Hard landscaping scheme (External works)</b></p> <p>This must be at a scale of 1:200 and illustrate the proposed surface treatments and street furniture.</p> <p>External lighting for the site also specification for the lighting fixtures proposed.</p> <p>The alignment of all roads, footpaths, cycleways and other means of access and the gradient and width of all pedestrian paths.</p> <p>Indication of areas to be adopted</p> <p>The height, materials and position of all new walls and fences (boundary treatments) on a plat at 1:200 scale.</p>		<p><b>Level threshold detail &amp; schedule</b></p> <p>Detail must be in cross section. Condition 36 requires that not less than 2% of the total residential development shall provide ramped access with flush thresholds into all doorways etc. in accordance with a plan or schedule which shall have been submitted to and approved in writing by the Local Planning Authority as part of the Reserved Matters submission.</p>	
		<p><b>Track plots</b></p> <p>These should show a large refuse vehicle and two cars passing at 1:200. Tracking should also be provided to show a car entering and exiting any awkward residential spaces.</p>	
<p><b>Parking schedule</b></p> <p>This should include the number of parking spaces, car ports, garages and visitor spaces.</p> <p><b>Conditions 28 &amp; 29 require the provision to be made for the garaging and parking of motor vehicles and cycle storage.</b></p>		<p><b>Details of the proposed building materials</b></p> <p>This must include roofing materials, brick types, any proposed stone, colours of render etc.</p> <p>Materials for each plot should be shown on a plan at 1:200 or schedule, or both.</p>	
<p><b>Drainage details sufficient to show compliance with Condition 24</b></p>		<p><b>Condition 36:</b> Not less than 2% of the total residential development shall provide ramped access with flush thresholds</p>	
<p><b>To note: Condition 22:</b> Piling or any other foundation designs using penetrative methods shall not be permitted other than with the express written approval of the Local Planning Authority.</p>		<p><b>Locations and type of bird/ bat boxes in accordance with the strategy approved under Condition 11</b></p>	
<p><b>Utility infrastructure</b></p> <p>We resist the use of electricity and gas boxes to the front of dwellings. All services should be routed to the rear or side of dwellings and we require written confirmation of this.</p>		<p><b>Road construction</b> – details of any relevant contiguous development on both sides.</p>	



<p>The scheme may also include Street Furniture such as bollards, benches, bins, etc.</p> <p>The scheme will also include decorative details such as porches etc.</p> <p><b>Details must be provided on plan and in elevation at 1:50</b></p>		<p><b>Condition 34:</b> Non-residential buildings shall achieve a minimum BREEAM rating of very good, evidence of which shall be submitted to the Local Planning Authority as part of the relevant Reserved Matters submission.</p>	
<p><b>Affordable Housing</b></p> <p>At least 30% of the total number of residential units to be provided on site shall be affordable dwellings, calculated across the site and exempted from the Lower density as shown on the Land Use Master Plan.</p> <p>A running total of the numbers and mix of housing should be submitted, taking into account other phases of development approved or under consideration, regardless of developer.</p>			



## Validation Checklist

### Application requirements for approval of details reserved by condition

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([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.	
The correct fee ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Drawings/details</b> required by identified conditions	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Requirements for an application for planning permission and advertisement consent

Applications can be submitted electronically using the Planning Portal website ([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.	
For <b>major</b> applications (10+ dwellings or 1,000+sqm floor space) applicants are requested to provide information on a CD in addition to a paper copy.	
For <b>major</b> applications on very large sites, plans and drawings, at an appropriate scale to be agreed in advance may be acceptable.	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b> and <b>Agricultural Land Declaration</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
Existing and proposed <b>Floor Plans</b> (at a scale of 1:50 or 1:100) to show the internal arrangement	
Existing and proposed <b>Elevations</b> (at a scale of 1:50 or 1:100) to show the external changes	
<b>Advertisement drawings</b> at a scale of 1:20 or 1:50 showing advert size, siting, materials, colours, height above ground, extent of projection, fixing details and methods/levels of illumination.	



<b>Applications may also require the following information:</b>	
<b>Archaeological Assessment</b> will be required if proposal will have impact on archeology	
<b>Biodiversity Survey (Phase 1 Habitat Survey)</b> will be required if proposal will have an impact on wildlife and biodiversity	
<b>Community Involvement Statement</b> will be required for all major developments	
<b>Design and Access Statement</b> required for all major development and for development within a conservation area consisting of one or more dwellings or a building with floor space of 100 square metres or more	
<b>Environmental Statement</b> will be required in accordance with the Environmental Impact Assessment Regulations	
<b>A Flood Risk Assessment</b> together with a Surface Water Drainage Strategy and Maintenance Scheme will be required for ALL developments in Flood Risk Zones 2 and 3 (as defined by the EA); any development of 1 hectare or over, and/or any development that falls within high risk of surface water flooding.	
<b>Heritage Statement</b> will be required if proposal affects heritage assets	
<b>Land Contamination Assessment</b> will be required if the site is known to be or suspected of being contaminated	
<b>Noise Impact Assessment</b> will be required for proposals that could affect noise sensitive properties and/or involve activities that may generate significant levels of noise	
<b>Planning Obligations</b> – a draft heads of terms and/or open book financial appraisal will be required for all applications that comprise the creation of a new dwellings/flats or the creation of new or additional retail/commercial floor space.	
<b>Retail Impact Assessment</b> will be required for all major retail development	
<b>Structural Survey</b> will be required where substantial demolition or excavation works are proposed	
<b>Town Centre Uses/Impact Assessment</b> will be required for proposals for town centre uses to demonstrate accordance with the requirements of the National Planning Policy Framework	
<b>Transport Assessment</b> will be required for all developments where there is likely to be significant transportation implications	
<b>Tree Survey and/or Arboricultural Statement</b> will be required if proposal is likely to affect trees within the application site or on land adjacent to the site	

If you any queries relating to the Listed Building please contact the Council's Conservation Officer on 01793 466327 or email [conservation@swindon.gov.uk](mailto:conservation@swindon.gov.uk)

If you have any queries relating to trees please contact the Council's Arboricultural Officer on 01793 466318 or email [landscapeplanning@swindon.gov.uk](mailto:landscapeplanning@swindon.gov.uk)

(Revised May 2019)



If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)



## Validation Checklist

### Requirements for an application for planning permission and listed building consent

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.	
For <b>major</b> applications (10+ dwellings or 1,000+sqm floor space) applicants are requested to provide information on a CD in addition to a paper copy.	
For <b>major</b> applications on very large sites, plans and drawings, at an appropriate scale to be agreed in advance may be acceptable.	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b> and <b>Agricultural Land Declaration</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
Existing and proposed <b>Floor Plans</b> (at a scale of 1:50 or 1:100) to show the internal arrangement and all relevant historical features	
Existing and proposed <b>Elevations</b> (at a scale of 1:50 or 1:100) to show the external changes indicating building materials, finish of doors and windows and relationship to adjoining buildings	



<b>Plans and details</b> of any features such as shop fronts, doors, windows, paneling, fireplaces, plaster mounding or other decorative features that will be affected by the proposed development to an appropriate scale 1:20 or 1:50.	
<b>Heritage Impact Assessment</b> to provide detailed information on the affected part of the Listed Building, with an explanation of how the impact relates to the significance of the Listed Building as a whole.	
<b>Structural Survey</b> where appropriate	
<b>Applications may also require the following information:</b>	
<b>Archaeological Assessment</b> will be required if proposal will have impact on archeology	
<b>Biodiversity Survey (Phase 1 Habitat Survey)</b> will be required if proposal will have an impact on wildlife and biodiversity	
<b>Community Involvement Statement</b> will be required for all major developments	
<b>Design and Access Statement</b> required for all major development and for development within a conservation area consisting of one or more dwellings or a building with floor space of 100 square metres or more	
<b>Environmental Statement</b> will be required in accordance with the Environmental Impact Assessment Regulations	
<b>A Flood Risk Assessment</b> together with a Surface Water Drainage Strategy and Maintenance Scheme will be required for ALL developments in Flood Risk Zones 2 and 3 (as defined by the EA); any development of 1 hectare or over, and/or any development that falls within high risk of surface water flooding.	
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<b>Land Contamination Assessment</b> will be required if the site is known to be or suspected of being contaminated	
<b>Noise Impact Assessment</b> will be required for proposals that could affect noise sensitive properties and/or involve activities that may generate significant levels of noise	
<b>Planning Obligations</b> – a draft heads of terms and/or open book financial appraisal will be required for all applications that comprise the creation of a new dwellings/flats or the creation of new or additional retail/commercial floor space.	
<b>Retail Impact Assessment</b> will be required for all major retail development	
<b>Structural Survey</b> will be required where substantial demolition or excavation works are proposed	
<b>Town Centre Uses/Impact Assessment</b> will be required for proposals for town centre uses to demonstrate accordance with the requirements of the National Planning Policy Framework	
<b>Transport Assessment</b> will be required for all developments where there is likely to be significant transportation implications	
<b>Tree Survey and/or Arboricultural Statement</b> will be required if proposal is likely to affect trees within the application site or on land adjacent to the site	



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If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised January 2014)



## Validation Checklist

### Requirements for an application for planning permission

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For <b>major</b> applications on very large sites, plans and drawings, at an appropriate scale to be agreed in advance may be acceptable.	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b> and <b>Agricultural Land Declaration</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
Existing and proposed <b>Floor Plans</b> (at a scale of 1:50 or 1:100) to show the internal arrangement	
Existing and proposed <b>Elevations</b> (at a scale of 1:50 or 1:100) to show the external changes	



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<b>Community Involvement Statement</b> will be required for all major developments	
<b>Design and Access Statement</b> required for all major development and for development within a conservation area consisting of one or more dwellings or a building with floor space of 100 square metres or more	
<b>Environmental Statement</b> will be required in accordance with the Environmental Impact Assessment Regulations	
<b>Flood Risk Assessment</b> together with a Surface Water Drainage Strategy and Maintenance Scheme will be required for ALL developments in Flood Risk Zones 2 and 3 as defined by the Environment Agency or any development of 1 hectare or over, and/or any development that falls within high risk of surface water flooding	
<b>Heritage Statement</b> will be required if proposal affects heritage assets	
<b>Land Contamination Assessment</b> will be required if the site is known to be or suspected of being contaminated	
<b>Noise Impact Assessment</b> will be required for proposals that could affect noise sensitive properties and/or involve activities that may generate significant levels of noise	
<b>Planning Obligations</b> – a draft heads of terms and/or open book financial appraisal will be required for all applications that comprise the creation of a new dwellings/flats or the creation of new or additional retail/commercial floor space.	
<b>Retail Impact Assessment</b> will be required for all major retail development	
<b>Structural Survey</b> will be required where substantial demolition or excavation works are proposed	
<b>Town Centre Uses/Impact Assessment</b> will be required for proposals for town centre uses to demonstrate accordance with the requirements of the National Planning Policy Framework	
<b>Transport Assessment</b> will be required for all developments where there is likely to be significant transportation implications	
<b>Tree Survey and/or Arboricultural Statement</b> will be required if proposal is likely to affect trees within the application site or on land adjacent to the site	

If you any queries relating to the Listed Building please contact the Council's Conservation Officer on 01793 466327 or email [conservation@swindon.gov.uk](mailto:conservation@swindon.gov.uk)

If you have any queries relating to trees please contact the Council's Arboricultural Officer on 01793 466318 or email [landscapeplanning@swindon.gov.uk](mailto:landscapeplanning@swindon.gov.uk)

(Revised May 2019)



If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)



## Validation Checklist

### Application for Hedgerow Removal Notice

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

Completed <b>Application Form</b>	
<b>A plan</b> at an appropriate scale 1:2500 showing the location and length of the hedgerow (s) to be removed	
<b>Evidence</b> of the date of planting	
<b>Full ecological assessment</b> including mitigation measures	
<b>Tree Survey</b> (Woody species) and Arboricultural Implications report	
<b>Assessment</b> of the impact on the Landscape character	
<b>Archaeological assessment</b> and an assessment of significance of heritage assets	

If you have any queries please contact the Council's Arboricultural Officer on 01793 466318 or email [landscapeplanning@swindon.gov.uk](mailto:landscapeplanning@swindon.gov.uk)

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application requirements for a Householder application for planning permission for works or extension to a dwelling and Listed Building Consent

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.	
The correct fee ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b> and <b>Agricultural Land Declaration</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
Existing and proposed <b>Floor Plans</b> (at a scale of 1:50 or 1:100) to show the internal arrangement and all relevant historical features	
Existing and proposed <b>Elevations</b> (at a scale of 1:50 or 1:100) to show the external changes indicating building materials, finish of doors and windows and relationship to adjoining buildings	



<b>Plans and details</b> of any features such as doors, windows, paneling, fireplaces, plaster mounding or other decorative features that will be affected by the proposed development to an appropriate scale 1:20 or 1:50.	
<b>Heritage Impact Assessment</b> to provide detailed information on the affected part of the Listed Building, with an explanation of how the impact relates to the significance of the Listed Building as a whole.	
<b>Structural Survey</b> where appropriate	

If you any queries relating to the Listed Building please contact the Council's Conservation Officer on 01793 466327 or email [conservation@swindon.gov.uk](mailto:conservation@swindon.gov.uk)

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application requirements for a Householder application for planning permission for works or extension to a dwelling

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.	
The correct fee ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b> and <b>Agricultural Land Declaration</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
Existing and proposed <b>Floor Plans</b> (at a scale of 1:50 or 1:100) to show the internal arrangement	
Existing and proposed <b>Elevations</b> (at a scale of 1:50 or 1:100) to show the external changes	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application requirements for Listed Building Consent for alterations, extension or demolition of a listed building

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the alteration, extension or demolition. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
Existing and proposed <b>Floor Plans</b> (at a scale of 1:50 or 1:100) to show the internal arrangement and all relevant historical features	
Existing and proposed <b>Elevations</b> (at a scale of 1:50 or 1:100) to show the external changes indicating building materials, finish of doors and windows and relationship to adjoining buildings	



<b>Plans and details</b> of any features such as shop fronts, doors, windows, paneling, fireplaces, plaster mounding or other decorative features that will be affected by the proposed development to an appropriate scale 1:20 or 1:50.	
<b>Heritage Impact Assessment</b> to provide detailed information on the affected part of the Listed Building, with an explanation of how the impact relates to the significance of the Listed Building as a whole.	
<b>Structural Survey</b> where appropriate	

If you any queries relating to the Listed Building please contact the Council's Conservation Officer on 01793 466327 or email [conservation@swindon.gov.uk](mailto:conservation@swindon.gov.uk)

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application requirements for a Lawful Development Certificate for an existing use or development

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar indicating a minimum of 0-10 metres.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
<b>Evidence</b> to verify and/or support the existing use or development.	
<b>Floor plans (1:50 or 1:100)</b> where appropriate.	
<b>Elevations (1:50 or 1:100)</b> where appropriate.	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application requirements for a Lawful Development Certificate for an proposed use or development

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
<b>Existing and Proposed Floor plans (1:50 or 1:100)</b> where appropriate.	
<b>Existing and Proposed Elevations (1:50 or 1:100)</b> where appropriate.	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application requirements for a non-material amendment following a grant of planning permission.

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.	
The correct fee ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
Proposed <b>floor plans and/or elevations</b> clearly identifying the amendment (at a scale of 1:50 or 1:100)	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Requirements for an application for outline planning permission with all matters reserved

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
For <b>major</b> applications (10+ dwellings or 1,000+sqm floor space) applicants are requested to provide information on a CD in addition to a paper copy.	
For <b>major</b> applications on very large sites, plans and drawings, at an appropriate scale to be agreed in advance may be acceptable.	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b> and <b>Agricultural Land Declaration</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	



<b>Applications may also require the following information:</b>	
<b>Archaeological Assessment</b> will be required if proposal will have impact on archeology	
<b>Biodiversity Survey (Phase 1 Habitat Survey)</b> will be required if proposal will have an impact on wildlife and biodiversity	
<b>Community Involvement Statement</b> will be required for all major developments	
<b>Design and Access Statement</b> required for all major development and for development within a conservation area consisting of one or more dwellings or a building with floor space of 100 square metres or more	
<b>Environmental Statement</b> will be required in accordance with the Environmental Impact Assessment Regulations	
<b>A Flood Risk Assessment</b> together with a Surface Water Drainage Strategy and Maintenance Scheme will be required for ALL developments in Flood Risk Zones 2 and 3 (as defined by the EA); any development of 1 hectare or over, and/or any development that falls within high risk of surface water flooding.	
<b>Heritage Statement</b> will be required if proposal affects heritage assets	
<b>Land Contamination Assessment</b> will be required if the site is known to be or suspected of being contaminated	
<b>Noise Impact Assessment</b> will be required for proposals that could affect noise sensitive properties and/or involve activities that may generate significant levels of noise	
<b>Planning Obligations</b> – a draft heads of terms and/or open book financial appraisal will be required for all applications that comprise the creation of a new dwellings/flats or the creation of new or additional retail/commercial floor space.	
<b>Retail Impact Assessment</b> will be required for all major retail development	
<b>Structural Survey</b> will be required where substantial demolition or excavation works are proposed	
<b>Town Centre Uses/Impact Assessment</b> will be required for proposals for town centre uses to demonstrate accordance with the requirements of the National Planning Policy Framework	
<b>Transport Assessment</b> will be required for all developments where there is likely to be significant transportation implications	
<b>Tree Survey and/or Arboricultural Statement</b> will be required if proposal is likely to affect trees within the application site or on land adjacent to the site	

If you any queries relating to the Listed Building please contact the Council's Conservation Officer on 01793 466327 or email [conservation@swindon.gov.uk](mailto:conservation@swindon.gov.uk)

If you have any queries relating to trees please contact the Council's Arboricultural Officer on 01793 466318 or email [landscapeplanning@swindon.gov.uk](mailto:landscapeplanning@swindon.gov.uk)

(Revised May 2019)



If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)



## Validation Checklist

### Requirements for an application for outline planning permission with some matters reserved

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
For <b>major</b> applications (10+ dwellings or 1,000+sqm floor space) applicants are requested to provide information on a CD in addition to a paper copy.	
For <b>major</b> applications on very large sites, plans and drawings, at an appropriate scale to be agreed in advance may be acceptable.	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b> and <b>Agricultural Land Declaration</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
<b>Details of the Reserved Matters</b> (Access, Appearance, Landscaping, Layout, Scale) for which approval is being sought must be provided.	



<b>Applications may also require the following information:</b>	
<b>Archaeological Assessment</b> will be required if proposal will have impact on archeology	
<b>Biodiversity Survey (Phase 1 Habitat Survey)</b> will be required if proposal will have an impact on wildlife and biodiversity	
<b>Community Involvement Statement</b> will be required for all major developments	
<b>Design and Access Statement</b> required for all major development and for development within a conservation area consisting of one or more dwellings or a building with floor space of 100 square metres or more	
<b>Environmental Statement</b> will be required in accordance with the Environmental Impact Assessment Regulations	
<b>A Flood Risk Assessment</b> together with a Surface Water Drainage Strategy and Maintenance Scheme will be required for ALL developments in Flood Risk Zones 2 and 3 (as defined by the EA); any development of 1 hectare or over, and/or any development that falls within high risk of surface water flooding.	
<b>Heritage Statement</b> will be required if proposal affects heritage assets	
<b>Land Contamination Assessment</b> will be required if the site is known to be or suspected of being contaminated	
<b>Noise Impact Assessment</b> will be required for proposals that could affect noise sensitive properties and/or involve activities that may generate significant levels of noise	
<b>Planning Obligations</b> – a draft heads of terms and/or open book financial appraisal will be required for all applications that comprise the creation of a new dwellings/flats or the creation of new or additional retail/commercial floor space.	
<b>Retail Impact Assessment</b> will be required for all major retail development	
<b>Structural Survey</b> will be required where substantial demolition or excavation works are proposed	
<b>Town Centre Uses/Impact Assessment</b> will be required for proposals for town centre uses to demonstrate accordance with the requirements of the National Planning Policy Framework	
<b>Transport Assessment</b> will be required for all developments where there is likely to be significant transportation implications	
<b>Tree Survey and/or Arboricultural Statement</b> will be required if proposal is likely to affect trees within the application site or on land adjacent to the site	

If you any queries relating to the Listed Building please contact the Council's Conservation Officer on 01793 466327 or email [conservation@swindon.gov.uk](mailto:conservation@swindon.gov.uk)

If you have any queries relating to trees please contact the Council's Arboricultural Officer on 01793 466318 or email [landscapeplanning@swindon.gov.uk](mailto:landscapeplanning@swindon.gov.uk)

(Revised May 2019)



If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)



## Validation Checklist

### Application for prior notification of agricultural or forestry development – proposed building

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
<b>Existing and proposed floor plans</b> at a scale of 1:50 or 1:100	
<b>Existing and proposed elevations</b> at a scale of 1:50 or 1:100	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application for prior notification of agricultural or forestry development – excavation/waste material

Applications can be submitted electronically using the Planning Portal website  
[www.planningportal.co.uk](http://www.planningportal.co.uk)

If you submit the application in paper form, we require  
 1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Plan</b> identifying the proposals showing landscaping details	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application for prior notification of agricultural or forestry development – proposed fish tank (cage)

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Plan</b> identifying the proposals showing landscaping details	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application for prior notification of agricultural or forestry development – proposed road

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Plans</b> identifying the proposed road showing landscaping details	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application requirements for prior notification of proposed demolition

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
<b>A statement</b> that the applicant has displayed a site notice in accordance with A.2(b)(iii) of Part 31 of Schedule 2 to the General Permitted Development Order 1995	
<b>Demolition Method Statement</b>	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application for prior notification of proposed development by electronic telecommunications code operators

Applications can be submitted electronically using the Planning Portal website  
([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
<b>Completed Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
Where the proposed development consists of the installation of a mast within three kilometres of the perimeter of an aerodrome <b>evidence that the developer has notified the</b> Civil Aviation Authority, the Secretary of State for Defence or the Aerodrome operator in accordance with A.3(2) of Part 24 of Schedule 2 to the General Permitted Development Order 1995 (as amended)	
<b>Completed ICNIRP Certificate</b>	
<b>Appropriate drawing</b> and/or details to describe the development including proposed elevations	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Application requirements for removal or variation of a condition

Applications can be submitted electronically using the Planning Portal website ([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
Completed <b>Ownership Certificate</b> and <b>Agricultural Land Declaration</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Information</b> to describe the reason for the removal or variation of the condition(s).	
A <b>Deed of Variation</b> will be required if a Section 106 agreement was completed to secure planning obligations for the original planning permission.	

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



## Validation Checklist

### Requirements for an application for approval of reserved matters following outline approval

Applications can be submitted electronically using the Planning Portal website ([www.planningportal.co.uk](http://www.planningportal.co.uk))

If you submit the application in paper form, we require  
1 copy of all forms, plans and documents.

<b>All plans and drawings must include a North point, paper size (e.g. A1, A3) and an appropriate Scale Bar for each of the quoted scales.</b>	
For <b>major</b> applications (10+ dwellings or 1,000+sqm floor space) applicants are requested to provide information on a CD in addition to a paper copy.	
For <b>major</b> applications on very large sites, plans and drawings, at an appropriate scale to be agreed in advance may be acceptable.	
The correct <b>fee</b> ( <a href="http://www.planningportal.co.uk/planning/">www.planningportal.co.uk/planning/</a> )	
Completed <b>Application Form</b>	
<b>Site Location Plan</b> identifying the land to which the application relates. It should be based on an up-to-date map at a scale of 1:1250 or 1:2500. The site should be edged in red and sufficient roads (at least 2) and buildings should be identified. It must include all land necessary to carry out the development including access from a public highway, landscaping, car parking and open areas. Other land owned or controlled by the applicant should be edged in blue.	
<b>Block Plan</b> at a scale of 1:100 or 1:200 or 1:500 identifying the position of the development. The plan should include written dimensions of the development to the site boundaries and other existing buildings, access arrangements, public rights of way, position of trees, hard surfacing and boundary treatments.	
<b>Details of the Reserved Matters</b> (Access, Appearance, Landscaping, Layout, Scale) for which approval is being sought must be provided	



<b>Applications may also require the following information:</b>	
<b>Archaeological Assessment</b> will be required if proposal will have impact on archeology	
<b>Biodiversity Survey (Phase 1 Habitat Survey)</b> will be required if proposal will have an impact on wildlife and biodiversity	
<b>Community Involvement Statement</b> will be required for all major developments	
<b>Design and Access Statement</b> required for all major development and for development within a conservation area consisting of one or more dwellings or a building with floor space of 100 square metres or more	
<b>Environmental Statement</b> will be required in accordance with the Environmental Impact Assessment Regulations	
<b>A Flood Risk Assessment</b> together with a Surface Water Drainage Strategy and Maintenance Scheme will be required for ALL developments in Flood Risk Zones 2 and 3 (as defined by the EA); any development of 1 hectare or over, and/or any development that falls within high risk of surface water flooding.	
<b>Heritage Statement</b> will be required if proposal affects heritage assets	
<b>Land Contamination Assessment</b> will be required if the site is known to be or suspected of being contaminated	
<b>Noise Impact Assessment</b> will be required for proposals that could affect noise sensitive properties and/or involve activities that may generate significant levels of noise	
<b>Planning Obligations</b> – a draft heads of terms and/or open book financial appraisal will be required for all applications that comprise the creation of a new dwellings/flats or the creation of new or additional retail/commercial floor space.	
<b>Retail Impact Assessment</b> will be required for all major retail development	
<b>Structural Survey</b> will be required where substantial demolition or excavation works are proposed	
<b>Town Centre Uses/Impact Assessment</b> will be required for proposals for town centre uses to demonstrate accordance with the requirements of the National Planning Policy Framework	
<b>Transport Assessment</b> will be required for all developments where there is likely to be significant transportation implications	
<b>Tree Survey and/or Arboricultural Statement</b> will be required if proposal is likely to affect trees within the application site or on land adjacent to the site	

If you any queries relating to the Listed Building please contact the Council's Conservation Officer on 01793 466327 or email [conservation@swindon.gov.uk](mailto:conservation@swindon.gov.uk)

If you have any queries relating to trees please contact the Council's Arboricultural Officer on 01793 466318 or email [landscapeplanning@swindon.gov.uk](mailto:landscapeplanning@swindon.gov.uk)

(Revised May 2019)



If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)



## Tadpole Garden Village Validation Checklist

All plans and drawings must include a north point, paper size and a scale bar indicating a minimum of 0-10 metres.

<b>Reserved Matters submissions <u>must</u> include</b>	<b>Plan no</b>
Completed application forms	
The correct fee	
<b>Location Plan with site edged red (and blue) suitable for use at Committee</b> At 1:1250 or 1:2500 indicating Tadpole Lane or William Morris Way for context.	
<b>Statement of Compliance</b> Condition 4 requires a statement of compliance to be submitted to show how the design code is adhered to.	
<b>Existing site plan: 1:500.</b> This should show existing landscaping including individual trees and levels and location and dimensions of existing watercourses, drainage channels and other aquatic features with water, invert and bank levels as appropriate.	
<b>Planning layout: 1:200</b> The site must be edged red (to accord with the Location Plan) and the plan must show adjoining areas and infrastructure. The proposed parking for each plot must be clearly identified on the plan. If appropriate a 1:500 version should also be submitted to show the whole parcel.	
<b>Proposed Levels</b> are required across the site detailing road levels, proposed slab levels, any steps and level thresholds for each plot (front rear or side) must be provided.	
<b>House type, garage and carport elevations &amp; floor plans</b> are required (at 1:100) for every house type and different garage listed on the layout. Garage sizes must comply with the requirements of the Design Code, and dimensions marked on the floor plans.	
<b>Colour street scenes and/or street elevations</b> must be provided at 1:100 for all key streets noting plot numbers and in a coloured format generally reflecting the proposed materials.	
<b>Soft landscaping scheme</b> must be provided at a scale of 1:200 on a plan showing the building layout and accompanied by a planting schedule detailing size of plants and planting matrices and densities.	
<b>Hard landscaping scheme (External works)</b> must be provided at a scale of 1:200 to illustrate the proposed surface treatments and street furniture as well as the alignment of all roads, footpaths, cycleways and other means of access and the gradient and width of all pedestrian paths.  The height, materials and position of all new walls and fences (boundary treatments) on a plat at 1:200 scale.	
<b>Details of the proposed building materials</b> must be provided to include roofing materials, brick types, any proposed stone, colours of render etc. Materials for each plot should be shown on a plan at 1:500 or schedule, or both.	
<b>Movement Strategy</b> at 1:500 on which all roads are clearly labelled to identify the	



hierarchy and road type in accordance with the code	
<b>Affordable Strategy</b> at 1:500 showing locations and tenures/types of affordable housing and may include a schedule. See notes below.	
<b>Details</b> such as Street Furniture (bollards, benches, bins, etc.) must be provided on plan and in elevation at 1:50	
<b>Parking schedule</b> including the number of parking spaces, car ports and garages per plot and visitor spaces across the parcel.	
<b>Drainage details</b> sufficient to show compliance with Condition 13, including calculations, plans and reports where necessary.	
<b>External lighting</b> for the site including specification for the lighting fixtures proposed. This should be shown on the same plan as accurately plotted proposed and existing tree positions to enable identification of any conflicts.	
<b>Adoption plan</b> at 1:500 indicating areas of highway/ open space to be offered for adoption by the Local Authority.	
<b>Refuse Storage Strategy</b> at 1:500 to show locations of bin stores, bin collection points and carry distances where appropriate.	
<b>Track plots</b> on 1:200 plans showing tracking for a large car, a 10.6m refuse vehicle and a large fire tender. Tracking should also be provided to show a large car entering and exiting any awkward residential spaces.	

Additional notes	
<b>Utility infrastructure</b> The Design Code resists the use of electricity and gas boxes to the front of dwellings. All services should be routed to the rear or side of dwellings and we require this to be identified and confirmed on the plans.	
<b>Provision of Allotments, Sports &amp; recreation facilities.</b> Reserved Matters containing open space should provide all the relevant details on plan (1:200) and in elevation (1:50)	
<b>Road construction</b> – details of any relevant contiguous development on both sides should be included outside the red line.	
<b>Level threshold detail &amp; schedule</b> Condition 25 requires that not less than 2% of the total residential development shall provide ramped access with flush thresholds into all doorways etc. in accordance with a plan or schedule which shall have been submitted to and approved in writing by the Local Planning Authority as part of the Reserved Matters submission. Detail must be in cross section.	
<b>Affordable Housing</b> At least 30% of the total number of residential units to be provided on site shall be affordable dwellings, calculated across the site.  A running total of the numbers and mix of housing should be submitted, taking into	



<p>account other phases of development approved or under consideration, regardless of developer.</p> <p><b>Condition 24:</b> 10% of affordable housing constructed to Lifetime Homes Standards, these should be identified on plan.</p> <p>Affordable housing units should not be provided in <b>groups of more than 15</b> unless it can be shown that larger groups are necessary as an integral part of high quality and practical design.</p>	
<p><b>Condition 21: Tree Protection</b> - All Applications: A survey and report is required to show the location, species, crown spread, girth and condition of all trees with a stem diameter of 100 mm or greater and the location, mix and spread of all hedgerows.</p>	
<p><b>Highway Construction</b> details - A set of details has been agreed with the Council's S38 team for the whole of Tadpole Garden Village. These should be included at Reserved Matters stage to ensure that the design complies with the S38 requirements.</p>	
<p><b>Condition 10</b> requires a <b>phasing plan</b> to ensure suitable water supply infrastructure to be submitted to and agreed in writing. It is advised that this should be included in each RM submission to avoid the need to discharge the condition separately.</p>	
<p><b>Condition 14</b> requires a <b>Landscape Management Plan</b> to be submitted to and agreed in writing. It is advised that this should be included in each RM submission to avoid the need to discharge the condition separately.</p>	
<p><b>Condition 16</b> requires a scheme for the spec, provision and location of <b>Fire Hydrants</b>. It is advised that this should be included in each RM submission to avoid the need to discharge the condition separately.</p>	



### Wichelstowe Validation Checklist

All plans and drawings must include a north point, paper size and a scale bar indicating a minimum of 0-10 metres.

For **major** applications applicants are requested to provide information on a CD in addition to paper copies.

Please note to the relevant Plan Number of Document reference in the right hand column.

<b>Reserved Matters submissions <u>must</u> include</b>	<b>Please note Plan No. or Document Ref.</b>
<b>Completed Application Form</b>	
<b>The Correct Fee</b>	
<b>Site Area</b> Please state the site area in hectares (ha)	
<b>Site Location Plan with site edged red (and blue) suitable for use at Committee</b> At 1:1250 or 1:2500 indicating existing infrastructure and surrounding land info. The site edge red must include all land necessary to carry out the development including access from a public highway. Other land owned or controlled by the applicant should be edged in blue.	
<b>Statement of Compliance</b> A Statement of Compliance must be submitted detailing how the submission accords with the Design Code.	
<b>Existing Site Plan: 1:500.</b> This should show existing landscaping including individual trees (clearly labelled), levels, location and dimensions of existing watercourses, drainage channels and other aquatic features with water, invert and bank levels as appropriate.	
<b>Planning Layout: 1:200</b> The site must be edged red (to accord with the Location Plan) and the plan must show adjoining areas and infrastructure. The proposed parking for each plot must be clearly identified on the plan. If appropriate a 1:500 version should also be submitted to show the whole parcel.	
<b>Details of the Reserved Matters</b> (Access, Appearance, Landscaping, Layout, Scale) for which approval is being sought must be provided.	



<p><b>Proposed Levels</b> are required across the site detailing road levels, proposed slab levels, any steps and level thresholds for each plot (front, rear or side) must be provided. <b>Refer to Condition 34 for Disabled Access Provision.</b></p>	
<p><b>Soft Landscaping Scheme</b> must be provided at a scale of 1:200 on a plan showing the building layout and accompanied by <b>Refer to Condition 8.</b></p>	
<p><b>Hard Landscaping Scheme (External works)</b> must be provided at a scale of 1:200 to illustrate the proposed surface treatments and street furniture as well as the alignment of all roads, footpaths, cycleways and other means of access and the gradient and width of all pedestrian paths. The height, materials and position of all new walls and fences (boundary treatments) must be provided on a plan at 1:200 scale.</p>	
<p><b>Movement Strategy/Road Hierarchy</b> at 1:500 and clearly label all roads to identify the hierarchy and road type in accordance with the Design Code.</p>	
<p><b>Colour Street Scenes and/or Street Elevations</b> must be provided at 1:100 for all key streets noting plot numbers and in a coloured format reflecting the proposed materials.</p>	
<p><b>Building Elevations and Floor Plans</b> at 1:100/1:200 are required for all buildings.</p>	
<p><b>House type, Garage/Carport Elevations &amp; Floorplans</b> are required (at 1:100) for every house type and different garage listed on the layout. Garage sizes must comply with the requirements of the Design Code, and dimensions marked on the floor plans.  The house types for Wheelchair Accessible and Lifetime Homes must clearly detail how the required standards are being met Refer to <b>Conditions 33 and 34</b></p>	
<p><b>Details of the proposed building materials</b> must be provided to include roofing materials, brick types, any proposed stone, colours of render etc. Materials for each plot should be shown on a plan at 1:500 or schedule, or both.</p>	
<p><b>Affordable Strategy</b> at 1:500 showing locations and tenures/types of affordable housing and associated schedule. Refer to requirements of <b>Condition 31</b></p>	
<p><b>External lighting</b> for the site including specification for the lighting fixtures proposed. This should be shown on the same plan as accurately plotted proposed and existing tree positions to avoid any conflicts.</p>	
<p><b>Parking schedule</b> detailing the number of parking spaces, car ports and garages per plot and visitor spaces across the parcel.</p>	



<p><b>Track plots</b> on 1:200 plans showing tracking for a large car, a 10.6m refuse vehicle and a large fire tender. Tracking should also be provided to show a large car entering and exiting any awkward residential spaces.</p>	
<p><b>Refuse Storage Strategy</b> at 1:500 to show locations of bin stores, bin collection points and carry distances where appropriate.</p>	
<p><b>Adoption plan</b> at 1:500 indicating areas of highway / open space to be offered for adoption by the Local Authority.</p>	
<p><b>Details</b> such as Street Furniture (bollards, benches, bins, etc.) must be provided on plan and in elevation at 1:50</p>	
<p><b>Road construction</b> – details of any relevant contiguous development on both sides should be included outside the red line.</p>	
<p><b>Provision of Allotments, Sports &amp; Recreation Facilities.</b> Reserved Matters containing open space should provide all the relevant details on plan (1:200) and in elevation (1:50) and detailed specifications.</p>	

<p style="text-align: center;"><b>Additional notes &amp; Condition requirements</b> (Please note this is not the full list of Conditions. Please also refer to Decision Notice S/13/1524)</p>	
<p><b>Condition 8: Green Infrastructure Ecology Statement</b> All Reserved Matters shall include a Green Infrastructure Ecology Statement (<b>see Condition 8 for detailed requirements</b>).</p>	
<p><b>Condition 9: Existing Tree Protection</b> No existing trees shall be lopped, topped, felled or uprooted without prior written consent from the LPA.</p>	
<p><b>Condition 11: Building Demolition, Tree Felling &amp; Bat Survey</b> <b>NB:</b> If any buildings or trees to be demolished within the RM application site.</p>	
<p><b>Condition 13: Hydrological Method Statement</b> The construction and Maintenance of the canal must accord with the Hydrological Method Statement (one approved)</p>	
<p><b>Condition 15: Foul Water Drainage Strategy</b></p>	



All RM's shall be <u>accompanied</u> by detailed plans and calculations that set out the method of disposal of foul water and sewage.	
<b>Condition 16: Surface Water Drainage Strategy</b> All RM's shall be <u>accompanied</u> by detailed plans and calculations that set out the method of surface water drainage necessary for the development to conform to the approved Surface Water Drainage Strategy.	
<b>Condition 22: Archaeology</b> The proposed development must accord with the approved Archaeological Written Scheme of Investigation and may require further detail depending on application location. Please refer to approved document.	
<b>Condition 24: Habitable Rooms – Noise</b> The development must be assessed against the standards listed and a confirmatory Noise survey shall be submitted	
<b>Condition 25: Educational Establishment – Noise</b> All Reserved Matters for Educational Establishments shall be accompanied by a Comprehensive Noise Survey and Noise Mitigation Report	
<b>Condition 26: Commercial Premises – Noise</b> A comprehensive Noise Survey and Noise Mitigation Report for all commercial premises must be submitted	
<b>Condition 27: Commercial Ventilation</b> Details of all necessary associated extraction or ventilation systems shall be submitted for all commercial premises	
<b>Condition 30: Sprinkler Systems</b> All Reserved Matters for buildings over 4 stories in height or for blocks of dwellings over 4 stories in height shall include details of sprinkler systems.	
<b>Condition 31: Affordable Housing</b> No Reserved Matters shall be approved until a scheme for the provision of affordable housing has first been submitted. <b>See Condition 31 for detailed requirements.</b>	
<b>Condition 33: 2% Wheelchair Occupier Housing</b> Not less than 2% of dwellings shall provide wheelchair accessible housing. Must be implemented as a cumulative total across the site triggered for every 50th dwelling submitted for approval.	
<b>Condition 35: Construction Management Plan</b> <b>See Condition 35 for detailed requirements.</b>	



**Utility infrastructure**

The Design Code resists the use of electricity and gas boxes to the front of dwellings. All services should be routed to the rear or side of dwellings and we require this to be identified and confirmed on the plans.



## Validation Checklist

### Application for tree works: works to trees subject to a Tree Preservation Order (TPO) and/or notification of proposed works to trees in a Conservation Area (CA)

Applications can be submitted electronically using the Planning Portal website ([www.planningportal.co.uk](http://www.planningportal.co.uk))

For works to trees protected by a Tree Preservation Order:	
Completed <b>Application Form</b>	
A <b>site plan</b> showing the location of all tree(s) and relevant site features	
A full and clear <b>specification</b> of the works to be carried out	
<b>Statement</b> of reasons for the proposed work	
<b>Evidence</b> in support of statement of reasons; <ul style="list-style-type: none"> <li>A report by an Arboriculturist if your reasons relate to the health and/or safety of the tree(s)</li> <li>A report by a Structural Engineer together with a report from an Arboriculturist if you are alleging subsidence damage.</li> </ul>	

For works to trees in Conservation Areas:	
Completed <b>Application Form</b>	
A <b>site plan</b> showing the location of all tree(s) and relevant site features	
A full and clear <b>specification</b> of the works to be carried out	
Any other relevant information may include photographs or previous tree management	

If you have any queries please contact the Council's Arboricultural Officer on 01793 466318 or email [landscapeplanning@swindon.gov.uk](mailto:landscapeplanning@swindon.gov.uk)

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



If you have any queries please contact the Council's Arboricultural Officer on 01793 466318 or email [landscapeplanning@swindon.gov.uk](mailto:landscapeplanning@swindon.gov.uk)

If you have any queries regarding the above requirements, please contact the Validation Team either by telephoning 01793 466247 or by email at [validation@swindon.gov.uk](mailto:validation@swindon.gov.uk)

(Revised May 2019)



# Swindon Borough Council

## Planning Department

### Protocol for Dealing with Planning and Related Applications

Approved by the Planning Committee on 11th June 2019

#### 1. Introduction

This protocol was considered and approved by the Planning Committee at its meeting on 11<sup>th</sup> June 2019

#### 2. The legal position

- 2.1 The requirements for publicising planning applications are set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015. The Planning Authority is required to publicise a planning or related application once it has been validated.
- 2.2 In accord with legislation in most cases, a 21 day period is given in which responses must be made. The application details are published online and are accessed via the planning pages of the council's web site. Once the consultation period has ended, the web site reflects this, and comments are no longer able to be submitted on-line. Where the consultation period includes bank holidays the 21 day period is extended to reflect the number of days so affected
- 2.3 There are also statutory publicity requirements for certain categories of development, which include the posting of site notices and publishing details in the public notices section of a newspaper, for example, proposals affecting a listed building and conservation area and major development.

#### 3. Use of IT / electronic media

- 3.1 The Government continues to encourage local planning authorities to make use of electronic media and the legislation reflects this by allowing consultation to take place in this format. The department takes advantage of IT and normally notifies statutory and internal consultees by email. Similarly Parish and Town Councils are notified in this way.
- 3.2 Applicants are encouraged to submit their applications and documents / drawings electronically via the Planning Portal rather than in paper format.
- 3.3 When an application is made electronically the planning authority may correspond with the applicant in this manner.



- 3.4 The Public Access System where the application details are viewed through the Council's web pages.
4. Consultation with neighbours
- 4.1 In addition to the relevant statutory consultees that the local planning authority are obliged to consult, adjoining properties are required to be consulted and given an opportunity to comment on planning applications. Swindon Borough Council carries out this requirement by notifying the neighbouring properties, i.e. those premises that adjoin the application site. This is done by writing to the properties concerned, informing them of the proposal and providing information as to where the details about the application can be inspected and the date by which any comments must be made. All post is sent out via 2<sup>nd</sup> class mail except in exceptional circumstances where first class mail may be used. Currently the notification is in the form of a pre-printed card but it is hoped to move to a letter format, using 'docmail'. This will be more cost effective and provide more flexibility for bespoke text.
- 4.2 The application details are published online and are accessed via the planning pages of the Council's web site. A period of 21 days is given in which responses must be made. When the consultation period has ended, the web site reflects this, and comments are no longer able to be submitted on-line.
5. General Consultation Principles
- 5.1 Notifications are sent to neighbouring occupiers whose properties adjoin an application site, whether or not they are residential neighbours.
- 5.2 In the case of a side extension to a house, those properties situated either side and to the front and rear will be notified. In the case of a rear house extension, only those to the side and rear will be notified. Similar principles will apply to a front only extension. Some developments that may have wider / off site impacts may be subject to broader consultation, including the use of site notices.
6. Consultation following receipt of revised details / amended plans
- 6.1 A proportion of the applications dealt with are subject to revisions. It is generally regarded as good practice by most planning authorities, including this Council to undertake further consultation in cases where the impact of the revision is deemed to justify re-consultation. Where so deemed appropriate, notification will be either in writing, as with the original consultation, or if the representation has been made electronically, and the respondent has not 'withdrawn' electronic communication, the notification may be made that way. However, a lesser timescale of 14 days is allowed for responses.
- 6.2 In each case a judgment has to be made whether further consultation is necessary and if so whether it should be a 'wholesale' exercise or be proportionate to the nature and impact of the revisions. The following are examples where revisions would not normally lead to a further round of consultation being carried out:



- The revisions mitigate, address or overcome objections.
  - The revisions reduce the scale or impact of a scheme to which no comments have been received.
  - The revisions amend part of a scheme where no additional impact arises and upon which no concerns have been raised.
- 6.3 When it is deemed appropriate that a revised consultation exercise takes place, the notifications will be limited to:
- Those properties that are adjacent to the location of the amended proposals.
  - Those properties directly affected by the location of the amended proposals.
  - Those who have written in already and expressed concerns at the matters being amended – unless their stated concerns have been addressed
7. Consultation with Swindon Borough Councillors
- 7.1 Members are made aware of applications through the weekly list of applications that appears in the Members bulletin, published each week and either emailed or posted to every Councillor. Where members request the weekly list as a stand-alone document, separate to the Bulletin, it is either emailed or posted to them as they may prefer upon request.
- 7.2 Ward Councillors are only notified where re-consultation takes place following amendments to an application. This is because the amendments would not appear in the weekly list, which only report applications received and determined. As with other consultees, a period of 14 days is given to respond.
- 7.3 From time to time, Councillors are formally notified of new applications ,. Although there is no legislative requirement to do this, notification does occur where the case officer is of the view that that a proposal may be locally controversial or is a type of development that Ward Members have expressed an interest in and therefore special attention should be drawn to it. Such notification will normally be via electronic media.
- 7.4 It is not currently possible to configure the IT system to automatically generate an email to Borough Councillors when an application in their Ward is received and validated, However, members can register with Public Access to receive email notifications using filters such as Wards, Parishes, type of applications, dates etc. The notifications are generated daily.
- 7.5 In accord with the Councils Constitution, Borough Councillors are able to request that applications are brought before the planning committee for determination. Such requests must be made in writing, within 21 days of validation (14 days for revised plans) and provide reasons for the 'call in'
8. Consultation with Parish and Town Councils



- 8.1 The process of notifying Parish and Town Councils follows closely that for notifying neighbours, described above. . They are notified of applications within their area and are given 21 days to comment and 14 days when notified of revised plans.
- 8.2 The procedure is also contained in the Swindon Borough Parish and Town Council Charter 2015, agreed by the Parish and Town Councils, and the Swindon Area Committee of the Wiltshire Association of Local Councils in January 2015.
- 8.3 The Charter also confirms the ability of Parish and Town councils to request that applications be determined by the planning committee rather than by officers under delegated powers. This echoes the Councils scheme of delegation but does require reasons to be given for the request as to why a particular application is considered to raise significant planning issues or is locally controversial. If such reasons are not provided, the 'call in' request may be declined.
- 8.4 Parish and Town Councils are consulted using electronic media.
9. Consultation on applications for the approval of Reserved matters following grant of Outline permission
- 9.1 For applications that follow the grant of outline permission, in addition to statutory consultees we will notify only those immediately affected by the details of the reserved matters., rather than those further afield who whilst not agreeing with a development, will not be directly affected by the details e.g. layout and building details.
- 9.2 Similar principles regarding notification of revised details or further reserved matters submissions are applied as those to applications for full planning permission (described above) where the principle of the development has been established by the grant of planning permission and a revised application proposes changes to the scheme, e.g. changes to a housing development to alter the layout / house types.
10. Larger sites

The neighbour notification procedure described above requires all those properties adjoining the application site to be notified of the proposal. There will be instances where it is reasonable and appropriate for this be re-assessed and a more proportionate approach taken. For example there might be a proposal for a cycle shelter within a large commercial complex or a school campus, where the application site might include the whole grounds. To avoid unnecessarily consulting a number of neighbours who may be a significant distance away and will not be affected by the proposal a judgment will be made to ensure a proportionate consultation exercise is undertaken so that only those properties likely to be affected will be notified. Of course, a site visit might suggest otherwise and additional or wider notification may be carried out.



## 11. Certificates of Lawfulness

There is no formal requirement for a local planning authority to undertake any consultation upon receipt of this type of application. This is because they must be considered on the basis of fact rather than on the planning merit, acceptability or desirability of the development. In clear cut cases, no neighbour consultation would be expected to be undertaken. However, there may be instances where the local planning authority may find it helpful to seek additional evidence from neighbours or others. In such cases there is nothing to preclude the local planning authority from seeking the views of local residents or any other interested parties to assist its deliberations.

## 12. Telecommunications

Applications for planning permission or prior approval for Masts and paraphernalia associated with telecommunications including those by mobile phone and broadband operators can be controversial. Acknowledging this, all properties, including schools, within a 100m Radius of the site are to be notified when applications are received.

## 13. Reporting comments received.

- 13.1 All comments / representations received are assessed and taken into account in the determination of applications. These are set out by the officer in the application report and commented upon / addressed as appropriate in reaching the recommendation / decision.
- 13.2 Where an application is determined by the planning committee, those making representations will be informed of the meeting details to enable them to speak or be present at the meeting of the planning committee.
- 13.3 There are often instances where objectors / supporters of a scheme produce a standard letter / email that is copied by many individuals and submitted in opposition or support of a development. Each letter is logged as an individual comment and each person will be notified of the decision and if applicable the date the planning committee meeting at which the application that the application will be considered at.

## 14. Petitions

The local planning authority will continue to treat petitions that relate to a planning application as a single representation. When received, the petition will be logged as a comment from a single individual and this will be attributed to the author of any accompanying note or in the absence of any details identifying the originator of the petition, it will be attributed to the top signature on the first or top page. This protocol is confirmed and explained in the planning pages of the Council's website

## 15. Determining applications



Applications are determined either by the planning committee or by Officers authorised under the Council's Scheme of Delegation. This is re-affirmed by Council each year as part of the constitution; the details of which are:

An application will be determined under delegated powers unless

- a) The Head of Planning, Regulatory Services and Heritage determined that it should be determined by the planning committee;
- b) A member has requested in writing within 21 days of the date of validation that the application be considered by the planning committee;
- c) A parish Council request within 21 days of notification the planning committee considers the application because it raised significant planning issues or is locally controversial.

## 16. Late representations

### *Applications dealt with by the Planning Committee*

- 16.1 Representations received after the publication the agenda and up to the start of the meeting will not normally be circulated. The committee will be informed that additional representations have been received but the detail will only be reported where they raise new points or significantly add to those reported in the committee papers. If the comments are received very late, members may be advised that there has been insufficient time to assess or consider the information.
- 16.2 With regard to request for material to be circulated at the meeting, the Members Planning Code of Good Practice advocates against allowing documents to be circulated at Committee meetings which have not previously been submitted to the Committee as all parties may not have had time to react to the submissions and officers may not be able to provide considered advice on the material. The courts have indicated-- R (Joicey) v. Northumberland County Council [2015] - that they are likely to quash a decision where new materials have not been made available to the public at least five clear days before the relevant meeting, in breach of section 100D of the Local Government Act 1972. The objectors were said to have not had adequate time to prepare and respond in that particular case.

### *Applications dealt with under Officers' Delegated Authority*

- 16.3 Representations received after the close of the formal consultation period will be considered, provided that the case officer is aware of them before the relevant application report has been written. Representations received after this time will be taken into account by the Officer determining the application provided that he/she is aware of their existence prior to the application being decided. Decided in this case means that the decision has been authorised (signed off)

## 17. Non Material and Minor Material amendments

- 17.1 Recent changes introduced flexibility into the planning regime to allow applicants to amend their schemes in a less onerous way than by making a planning application. The options available include applications for a non-material



amendment and a minor material amendment, each of which has a different procedure.

- 17.2 The approach to use will depend on the particular circumstances of each. Similarly, the appropriateness of the extent of any consultation will have to be considered on a case by case basis.

18. Site visits by the Planning Committee

Individual members of the committee can, prior to a meeting, visit the site under their own volition with or without the appropriate Planning Officer if they consider it necessary.

19. Conditions on planning permissions

Most planning permissions are subject to conditions which are discharged by Planning Officers under Delegated Authority. Occasionally, there will be exceptional circumstances where members may wish to be made aware of such details and may for example request that Officers discharge a condition in conjunction and the agreement the Ward Councillors. Similarly the discharge of some conditions may require that technical or specialist input is sought.

20. Appeals

When an appeal is received, in addition to Ward Councillors and Parish Councils, all those previously notified of and commented on the related application are informed that an appeal has been lodged. Any comments they wish to make must be sent direct to the planning inspectorate (details will be given on the notification letter) who administer the process. The exception is in respect of 'householder' appeals where there is no further opportunity to comment. Any Member, local council or individual who wishes to be notified of the appeal decision, must notify the Planning Inspectorate of their request.

21. Permitted Development / Prior approvals

- 21.1 Informal requests for a decision on whether a proposal constitutes permitted development are no longer accepted. Such requests can be made via an application for a certificate of lawfulness. However, as members will be aware the scope of permitted development rights have recently been extended and relaxed.
- 21.2 The relaxation has in many instances introduced a formal but limited consultation requirement, default approval where no representations have been made and also sets out the limited extent of matters that can be taken into account. For example, where larger 6m and 8m long house extensions are proposed, only the immediate neighbours are notified and if they do not object within 21 days, permission is deemed to have been granted. Members and Parish Councils are unable to have any part in this process and are therefore not notified. These types of application cannot normally be 'called in'. The local planning authority is required to determine such applications so as to comply with and be in accord with the relevant regulations.

22. Local Development Orders

A number of Local Development Orders (LDOs) have been made by the Council, including those covering, development at employment locations, low carbon energy. Each LDO specifies the consultation that will be necessary. This is less than what is required for formal applications because a wider consultation exercise would have been undertaken prior to the making of the LDO.

23. Other Matters

From time to time the department is contacted by persons who have requested (insisted) that they be formally notified of an application of which they have knowledge of by being sent a card. They are of course already aware of the application, which is the rationale for notifying, but have not been formally consulted. This is most likely because they live a little further away from a site than would trigger a notification. In such cases it is not appropriate to agree to their request as they clearly know about the development and are not prejudiced or precluded from commenting. This would extend the consultation period for a further 21 days which may not be desirable or reasonable. Criticism could also be levelled at the Council for not informing others in a similar position. Such interested persons will be advised to comment on the application as this would trigger and ensure further notifications about the application will be sent to them as it progresses.

24. Notification of the decision

Those that have made representations in respect of an application are not subsequently informed of the outcome of the determination of the application. This is because they would have been informed via the 'consultation card' that the details of the outcome would be available on the planning pages of the Council's website.

25. Privacy statement / How personal information will be used

- 25.1 The Planning department receives a significant amount of correspondence on applications, much of which is required to be made available and published so that it can be viewed on-line. There is a requirement to ensure that sensitive information is not made available electronically, including personal contact details phone nos, email addresses and signatures. Such details are redacted. Agents or other persons acting on behalf of applicants are not deemed to be private individuals and their details will remain in the public domain.
- 25.2 The names and addresses of those persons making comments will remain in the public domain as this will enable officers and members and applicants assess and consider the impacts of a development upon their properties
- 25.3 A privacy statement is published and available on the council's website to assist and ensure that those persons who make comments will know what will happen to the information they provide.



## Recording documents on Public Access

- 26 There have been instances where representations have been incorrectly described. For example some comments or matters aired have been listed as an 'objection, when perhaps they should be more properly described as neutral. Occasionally this has caused issues between parties, therefore all representations from interested persons / neighbours will be recorded as a 'public comment'.
- 26.1 It is acknowledged that some applications contain a large number of drawings and revisions and also may attract hundreds of representations, however there is the ability to sort the documents by date and by name / type

## 27. Pre application consultation

- 27.1 The Council encourages all applicants, developers and landowners to discuss their proposals with Borough Councillors (Ward Members) and the local community including Parish and Town Councils before submitting planning applications. However, the legislation as currently drafted does not make this mandatory. There may be instances where a developer wishes to carry out pre – application discussions about a potential scheme with the local planning authority that they do not want to be made public, even when these discussions include selected Statutory Consultations. The local planning authority will only comply with such a confidentiality request, in so far as its duty under the Freedom of Information Act and the Environmental Information Regulations permits. The developer will be urged to share details of the proposed scheme with the community at the earliest opportunity.

## 28 Conclusion

Whilst this protocol will cover most situations and applications, there will always be the occasional proposal that will require special treatment or wider consultation. In such cases the local planning authority will continue to adopt a cautious approach of undertaking more, rather than less consultation.