

Local List

Local requirements adopted by Cambridge City Council. Requirements are not in order of importance or preference.

Development type references are in accordance with the Town and Country Planning (General Development Procedure) Order 1995 (or any Order revoking or re-enacting that order with or without modification).

The availability of documents referred to in the Local List are detailed at the end of this table.

1. Affordable Housing Statement

Cambridge City Council Local Plan (2006) **policy 5/5** describes the Local Planning Authority's (LPA's) criteria against which an application will be assessed. This Statement is required for housing developments on sites of 0.5 hectares or more and all developments including an element of housing which have 15 or more dwellings. Please refer to the Cambridge City Council's Affordable Housing **Supplementary Planning Document** (2008).

The Statement should contain information concerning both the affordable housing and any market housing for example, the numbers of residential units, the mix of units with numbers of habitable rooms and/or bedrooms, or the floor space of habitable areas of residential units, plans showing the location of units and their number of habitable rooms and/or bedrooms, and/or the floor space of the units.

If different levels or types of affordability or tenure are proposed for different units this should be clearly and fully explained. The affordable housing statement should also include details of any Registered Social Landlords acting as partners in the development.

2. Air Quality Assessment

Cambridge City Council Local Plan (2006) **policy 4/14** describes the LPA's criteria against which an application will be assessed.

Where the development is proposed inside, or adjacent to an air quality management area (AQMA), or where the development could in itself result in the designation of an AQMA or where the grant of planning permission would conflict with, or render unworkable, elements of a local authority's air quality action plan, applications should be supported by such information as is necessary to allow a full consideration of the impact of the proposal on the air quality of the area.

Where AQMAs cover regeneration areas, developers should provide an air quality assessment as part of their planning application. Further advice is available in **Planning Policy Statement 23: Planning and Pollution Control** (November 2004).

'**Developers Guide to Air Quality in Cambridge**' is available from Cambridge City

Council Environmental Services Department.

3. Biodiversity Survey and Report

Where a proposed development may have possible impacts on wildlife and biodiversity, information should be provided on existing biodiversity interests and possible impacts on them to allow full consideration of those impacts. Where proposals are being made for mitigation and/or compensation measures information to support those proposals will be needed. Where appropriate, accompanying plans should indicate any significant wildlife habitats or features and the location of habitats of any species protected under the Wildlife and Countryside Act 1981, the Conservation (Natural Habitats etc) Regulations 1994 or the Protection of Badgers Act 1992. Applications for development in the countryside that will affect areas designated for their biodiversity interests are likely to need to include assessments of impacts and proposals for long term maintenance and management. This information might form part of an Environmental Statement, where one is necessary. Certain proposals which include work such as the demolition of older buildings or roof spaces, removal of trees, scrub, hedgerows or alterations to water courses may affect protected species and will need to provide information on them, any potential impacts for them and any mitigation proposals for such impacts. Government planning policies for biodiversity are set out in **Planning Policy Statement 9: Biodiversity and Geological Conservation (PPS9)** (August 2005), PPS9 is accompanied by a Government Circular: **Biodiversity and Geological Conservation – Statutory obligations and their impact within the planning system (ODPM Circular 06/2005, Defra Circular 01/2005)** and **Planning for Biodiversity and Geological Conservation: A Guide to Good Practice**. The British Standards Institute has produced a Publicly Available Standard, PAS 2010 **Planning to halt the loss of Biodiversity** which takes the form of recommendations on standard procedures for taking account of biodiversity in the planning process. The Association of Local Government Ecologists has developed a good practice template which gives detailed validation requirements for biodiversity and geological conservation.

Please refer to Cambridge City Council's **Sustainable Design and Construction Supplementary Planning Document** (June 2007) for guidance on when this Survey and Report is required and what it should contain.

The Cambridge City Council Local Plan (2006) **policies 4/7 and 4/9** describe the LPA's criteria against which an application will be assessed.

4. Daylight / Sunlight Assessment

In circumstances where there is a potential adverse impact upon the current levels of sunlight/daylight enjoyed by adjoining properties or building(s), including associated gardens or amenity space then applications may also need to be accompanied by a daylight/sunlight assessment. Further guidance is provided in, for example, BRE guidelines on daylight assessments: **Site layout planning for daylight and sunlight: a guide to good practice. BRE Report 209, (1991)**.

5. Economic Statement

Applications may also need to be accompanied by a supporting statement of any regeneration benefits from the proposed development, including: details of any new jobs that might be created or supported; the relative floorspace totals for each proposed use (where known); any community benefits; and reference to any regeneration strategies that might lie behind or be supported by the proposal.

6. Environmental Statement

The Town and Country Planning (Environmental Impact Assessment) Regulations (SI 1999/293), as amended, set out the circumstances in which an Environmental Impact Assessment (EIA) is required. EIA may obviate the need for other more specific assessments.

Where an EIA is required, Schedule 4 to the regulations sets out the information that should be included in an Environmental Statement. The information in the Environmental Statement has to be taken into consideration when the local planning authority decides whether to grant planning consent. It may be helpful for a developer to request a 'screening opinion' (i.e. to determine whether EIA is required) from the local planning authority before submitting a planning application. In cases, where a full EIA is not required, the local planning authority may still require environmental information to be provided.

7. Flood Risk Assessment

A Flood Risk Assessment (FRA) will be required for development proposals of 1 hectare or greater in Flood Zone 1 and for all proposals for new development located in Flood Zones 2 and 3 (including changes of use to a more vulnerable class) as designated by the Environment Agency. A FRA will also be required for any development other than minor development in a designated critical drainage area which has been notified to the Local Planning Authority by the Environment Agency.

A FRA will also be required where the Environment Agency, Internal Drainage Board and/or other bodies have indicated that there may be a drainage problem.

The FRA should identify and assess the risks of all forms of flooding to and from the development and demonstrate how these flood risks will be managed, taking climate change into account. The FRA should identify opportunities to reduce the probability and consequences of flooding. The FRA should include the design of surface water management systems including Sustainable Drainage Systems (SUDs) and address the requirement for safe access to and from the development in areas at risk of flooding.

The FRA should be prepared by an applicant in consultation with the local planning authority with reference to their published local development documents and any Strategic Flood Risk Assessment. The FRA should form part of an Environmental Statement when one is required by the Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999 as amended.

Planning Policy Statement 25: Development and Flood Risk (December 2006) and its associated **Practice Guide** provide comprehensive guidance for both local planning authorities and applicants in relation to the undertaking of FRAs and the responsibilities for controlling development where it may be directly affected by flooding or affect flooding elsewhere.

Please refer to the Cambridge City Council **Sustainable Design and Construction Supplementary Planning Document** (June 2007). Cambridge City Council Local Plan (2006) **policies 4/16 and 8/18** describe the LPA's criteria against which an application will be assessed.

8. Foul Sewage and Utilities Assessment

All new buildings need separate connections to foul and storm water sewers. If an application proposes to connect a development to the existing drainage system then details of the existing system should be shown on the application drawing(s). It should be noted that in most circumstances surface water is not permitted to be connected to the public foul sewers.

Where the development involves the disposal of trade waste or the disposal of foul sewage effluent other than to the public sewer, then a fuller foul drainage assessment will be required including details of the method of storage, treatment and disposal. A foul drainage assessment should include a full assessment of the site, its location and suitability for storing, transporting and treating sewage. Where connection to the mains sewer is not practical, then the foul/non-mains drainage assessment will be required to demonstrate why the development cannot connect to the public mains sewer system and show that the alternative means of disposal are satisfactory. Guidance on what should be included in a non-mains drainage assessment is given in **DETR Circular 03/99 and Building Regulations Approved Document Part H and in BS6297**.

If the proposed development results in any changes/replacement to the existing system or the creation of a new system, scale plans of the new foul drainage arrangements will also need to be provided. This will include a location plan, cross sections/elevations and specification. Drainage details that will achieve Building Regulations Approval will be required. If connection to any of the above requires crossing land that is not in the applicant's ownership, other than on a public highway, then notice may need to be served on the owners of that land.

An application should indicate how the development connects to existing utility infrastructure systems. Most new development requires connection to existing utility services, including electricity and gas supplies, telecommunications and water supply, and also needs connection to foul and surface water drainage and disposal. Two planning issues arise; firstly, whether the existing services and infrastructure have sufficient capacity to accommodate the supply/service demands which would arise from the completed development, and secondly, whether the provision of services on site would give rise to any environmental impacts, for example, excavations in the vicinity of trees or archaeological remains.

The applicant should demonstrate:

- (a) that, following consultation with the service provider, the availability of utility services has been examined and that the proposals would not result in undue stress on the delivery of those services to the wider community;
- (b) that proposals incorporate any utility company requirements for substations, telecommunications equipment or similar structures;
- (c) that service routes have been planned to avoid as far as possible the potential for damage to trees and archaeological remains;
- (d) where the development impinges on existing infrastructure the provisions for relocating or protecting that infrastructure have been agreed with the service provider.

Please refer to the DETR Circular 03/99 and Building Regulations Approved Document Part H and in BS6297.

The Cambridge City Council Local Plan (2006) **policies 4/16 and 8/18** describe the LPA's criteria against which an application will be assessed.

9. Heritage Statement (including Historical, archaeological features and Scheduled Ancient Monuments)

The scope and degree of detail necessary in a Heritage Statement will vary according to the particular circumstances of each application. Applicants are advised to discuss proposals with either a planning officer or a conservation officer before any application is made. The following is a guide to the sort of information that may be required for different types of application.

For applications for listed building consent, a written statement that includes a schedule of works to the listed building(s), an analysis of the significance of archaeology, history and character of the building/structure, the principles of and justification for the proposed works and their impact on the special character of the listed building or structure, its setting and the setting of adjacent listed buildings may be required. A structural survey may be required in support of an application for listed building consent.

For applications for conservation area consent, a written statement that includes a structural survey, an analysis of the character and appearance of the building/structure, the principles of and justification for the proposed demolition and its impact on the special character of the area may be required.

For applications either related to or impacting on the setting of heritage assets a written statement that includes plans showing historic features that may exist on or adjacent to the application site including listed buildings and structures, historic parks and gardens, historic battlefields and scheduled ancient monuments and an analysis of the significance of archaeology, history and character of the building/structure, the principles of and justification for the proposed works and their impact on the special character of the listed building or structure, its setting and the setting of adjacent listed buildings may be required.

For applications within or adjacent to a conservation area, an assessment of the impact of the development on the character and appearance of the area may be required.

For all applications involving the disturbance of ground within an Area of Archaeological Potential as defined in the development plan or in other areas in the case of a major development proposal or significant infrastructure works, an applicant may need to commission an assessment of existing archaeological information and submit the results as part of the Heritage Statement. For heritage assets, advice is provided in **Planning Policy Guidance Note 15 Planning and the Historic Environment,(September 1994)**. For archaeological remains, advice is provided in **Planning Policy Guidance Note 16: Archaeology and Planning (November 1990)**.

A Heritage Statement Is needed for applications Involving the disturbance of ground or the fabric of historic buildings within areas of historic and / or archaeological potential In accordance with local and national guidance.

Please refer to **policies 4/9, 4/10, 4/11 and 4/12** of the Cambridge City Council Local Plan (2006) for requirements for protected buildings and Conservation Areas.

10. Land Contamination Assessment

Applications may also need to be accompanied by a land contamination assessment which should include an extended assessment of contamination in line with **Planning Policy Statement 23: Planning and Pollution Control** (November 2004). Where contamination is known or suspected or the proposed use is especially vulnerable, the applicant should provide such information with the application as is necessary to determine whether the proposed development can proceed. Sufficient information should be required to determine the existence or otherwise of contamination, its nature and the risks it may pose and whether these can be satisfactorily reduced to an acceptable level.

PPS23 (see Annex 2) requires a preliminary risk assessment comprising:

- 1) Desk study
- 2) Walk over site reconnaissance
- 3) Conceptual model identifying potential pollutant sources, pathways and receptors as a basis for assessing the risks and appraising the options for remediation

Please refer to the Cambridge City Council **Sustainable Design and Construction Supplementary Planning Document** (June 2007) for further guidance and '**Contaminated Land in Cambridge – A developers guide**'. This guide spells out how an applicant should set about assessing a potentially contaminated site and the phased stages that should be considered. However in most cases some form of professional consultancy will be required.

The Cambridge City Council Local Plan (2006) **policy 4/13** describes the LPA's criteria against which an application will be assessed.

11. Landscaping Details

Applications may be accompanied by landscaping details and include proposals for long term maintenance and landscape management. There should be reference to landscaping and detailed landscaping proposals which follow from the design concept in the Design and Access Statement, if required. Existing trees and other vegetation should, where practicable, be retained in new developments and protected during the construction of the development.

12. Lighting Assessment

Where external lighting would be provided or made necessary by the development, details of the external lighting, including layout plan with beam orientation and a schedule of the equipment in the design, and hours when the lighting would be switched on should be provided.

Lighting in the countryside: Towards good practice (1997) is a valuable guide for local planning authorities, planners, highway engineers and members of the public. It demonstrates what can be done to lessen the effects of external lighting, including street lighting and security lighting. The advice is applicable in towns as well as the countryside.

The Cambridge City Council Local Plan (2006) **policy 4/15** describes the LPA's criteria against which an application will be assessed.

13. Noise impact assessment

Applications for developments that raise issues of disturbance by noise to the occupants of nearby existing buildings, and for developments that are considered to be noise sensitive and which are close to existing sources of noise should be supported by a noise assessment prepared by a suitably qualified acoustician.

Further guidance is provided in **Planning Policy Guidance 24: Planning and Noise** (September 1994).

Cambridge City Council Local Plan (2006) policy 4/2 and Appendices A and B describe the LPA's criteria against which an application will be assessed. Please also refer to Cambridge City Council's **Sustainable Design and Construction Supplementary Planning document** (June 2007) for further guidance.

The Cambridge City Council Local Plan (2006) **policy 4/13** describes the LPA's criteria against which an application will be assessed.

14. Open Space assessment

For development within open spaces, application proposals should be accompanied by plans showing any areas of existing or proposed open space within or adjoining the application site. Planning consent is not normally given for development of existing open spaces which local communities need. However, in the absence of a robust and up-to-date assessment by a local authority, an applicant for planning permission may seek to demonstrate through an independent assessment that the land or buildings are surplus to local requirements. Any such evidence should accompany the planning application.

For applications specifically involving playing fields the following information is required:

- a) The size of the existing playing field and how much of the playing field is affected by the proposed (in ha or m²)
- b) Existing site plan, clearing showing the layout of the winter and summer pitches including safety margins at a minimum 1:1000 scale
- c) Proposed site plan, showing how any proposed new buildings and other works are likely to impact on the existing pitch layout. Any realignment of pitches should also be shown
- d) Any information of alternative sport and recreational provision

National planning policy is set out in **Planning Policy Guidance note 17: Planning for open space, sport and recreation** (July 2002).

Please refer to Cambridge City Council's **Guidance for interpretation of open space standards** and **Planning Obligation Strategy** (2004).

For development proposals leading to the loss of leisure facilities please refer to **policy 6/1** of the Cambridge City Council Local Plan (2006).

For development proposals leading to the loss of community facilities, or redevelopment of school sites please refer to **policy 5/11** of the Cambridge City Council Local Plan (2006).

15. Parking Provision

Applications should be required to provide details of existing and proposed parking provision. These details could also be shown on a site layout plan.

Proposals that involve a change to the existing vehicle parking arrangements must provide a vehicle parking layout plan in accordance with **policy 8/10** of the Cambridge City Council Local Plan (2006).

Please show details of cycle parking spaces on your plans. The details should include: location, type, spacing, security, form of shelter and number of cycle parking spaces in accordance with **policy 8/6** of the Cambridge City Council Local plan (2006).

If the proposal includes space for loading / unloading goods please provide details of deliveries, location and size of the loading area in a written statement and on plans, and details of the normal hours of servicing and delivery to and from the premises (see **policy 8/2** of the Cambridge City Council Local Plan (2006)).

16. Photographs and Photomontages

These provide useful background information and can help to show how large developments can be satisfactorily integrated within the street scene. Photographs should be provided if the proposal involves the demolition of an existing building or development affecting a conservation area or a listed building.

17. Planning Obligations – Draft Head(s) of Terms

Planning obligations (or “section 106 agreements”) are agreements negotiated between local planning authorities and persons with an interest in a piece of land (or “developers”), and are intended to make acceptable development which would otherwise be unacceptable in planning terms. Applicants are strongly encouraged to submit draft heads of terms with the application.

Further advice on planning obligations is available in **Circular 05/2005, Planning Obligations** and a model section 106 agreement is available on the Communities and Local Government website.

Please refer to Cambridge City Council’s **Planning Obligation Strategy** (2004) and the **draft review of the Planning Obligation Strategy** (2006).

18. Planning Statement

A planning statement identifies the context and need for a proposed development and includes an assessment of how the proposed development accords with relevant national, regional and local planning policies. It may also include details of consultations with the local planning authority and wider community/statutory consultees undertaken prior to submission. Alternatively, a separate statement on community involvement may also be appropriate.

Proposals that involve major development should be supported by the Cambridge City Council’s **Sustainable Development Checklist and a Supplementary Statement** in accordance with **policy 3/1** of the Cambridge City Council Local Plan (2006). Major applications should also be supported by an energy statement in accordance with **policies 3/1, 8/16 and 8/17** of the Cambridge City Council Local Plan (2006). Please refer to the Cambridge City Council’s **Sustainable design and Construction Supplementary Planning Document** (June 2007) for further guidance.

19. Site Waste Management Plan

Proposed new development should be supported by site waste management plans of the type encouraged by the code of practice published in 2004 by the Department of Trade and Industry now the Department for Business Enterprise and Regulatory Reform **Site Waste Management Plans: guidance for construction contractors and clients**. These do not require formal approval by planning authorities, but are intended to encourage the identification of the volume and type of material to be demolished and/or excavated, opportunities for the reuse and recovery of materials and to demonstrate how off-site disposal of waste will be minimised and managed.

Please refer to the Cambridge City Council’s **Sustainable Design and Construction Supplementary Planning document** (June 2007) for further guidance.

The Cambridge City Council Local Plan (2006) **policies 3/1, 3/12 and 3/14** describes the LPA’s criteria against which an application will be assessed.

20. Statement of Community Involvement

Applications may need to be supported by a statement setting out how the applicant has complied with the requirements for pre-application consultation set out in the local planning authority's adopted statement of community involvement and demonstrating that the views of the local community have been sought and taken into account in the formulation of development proposals.

Further guidance on Statements of Community Involvement is available in Chapter 7 of **Creating Local Development Frameworks: A Companion Guide to PPS12** (November 2004).

Please refer to Cambridge City Council's **Statement of Community Involvement – A Consultation Strategy for Planning in Cambridge** (adopted September 2007).

21. Structural Survey

A structural survey may be required in support of an application if the proposal involves substantial demolition, for example, barn conversion applications.

The Cambridge City Council Local Plan (2006) **policies 4/10 and 4/11** describe the LPA's criteria against which an application will be assessed.

22. Telecommunications Development – supplementary information

Planning applications for mast and antenna development by mobile phone network operators in England should be accompanied by a range of supplementary information including the area of search, details of any consultation undertaken, details of the proposed structure, and technical justification and information about the proposed development.

Planning applications should also be accompanied by a signed declaration that the equipment and installation has been designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP). Further guidance on the information that may be required is set out in the **Code of Practice on Mobile Network Development (2002)**.

The Cambridge City Council Local Plan (2006) **policy 8/14** describes the LPA's criteria against which an application will be assessed.

23 Town Centre Uses – Evidence to accompany applications

Planning Policy Statement 6: Planning for Town Centres (March 2005), sets out the main town centre uses to which the policy applies, in paragraph 1.8. Subject to the policies set out in the document, paragraph 3.4 lists the key considerations for which applicants should present evidence. The level and type of evidence and analysis required to address the key considerations should be proportionate to the scale and nature of the proposal.

For proposals involving a change of use from A1 to A2, A3, A4 or A5 within the City

Centre, District or Local Centre, an assessment of the proportion of A1 uses to remain within the local centre is required in accordance with **policies 6/6 and 6/7** of Cambridge City Council Local Plan (2006).

24. Transport Assessment

Planning Policy Guidance 13 Transport (March 2001) advises that a Transport Assessment (TA) should be submitted as part of any planning application where the proposed development has significant transport implications.

The coverage and detail of the TA should reflect the scale of the development and the extent of the transport implications of the proposal. For smaller schemes the TA should simply outline the transport aspects of the application, while for major proposals, the TA should illustrate accessibility to the site by all modes of transport, and the likely modal split of journeys to and from the site. It should also give details of proposed measures to improve access by public transport, walking and cycling, to reduce the need for parking associated with the proposal, and to mitigate transport impacts. Further guidance on Transport Assessments and Statements will be found in **Guidance on Transport Assessment**, (March 2007) published by the Department for Transport.

Please include plans showing existing and proposed footpaths and cycle paths that are on the site or connected to the site (see **policy 8/4** of the Cambridge City Council Local Plan (2006)).

Where an application may have an impact on the trunk road, the requirements for a Transport Assessment (including thresholds) are set out in the **Department for Transport Circular 02/2007, Planning and the Strategic Road Network** should be adhered to.

The Cambridge City Council Local Plan (2006) **policies 8/1, 8/2, 8/3, 8/4, 8/5, 8/7, 8/8 and 8/9** describe the LPA's criteria against which an application will be assessed.

25. Travel Plan

A Travel Plan should be submitted alongside planning applications which are likely to have significant transport implications as advised by **Planning Policy Guidance Note 13** (DETR, 2001), paragraphs 87-91. Further advice is available in **Using the planning process to secure travel Plan: Best practice guide ODPM and DfT, 2002** (forthcoming revised guidance), also **Making residential travel plans work: Good practice guidelines for new development DfT and A guide to development related travel plan (Addison and Associates)**. Further guidance on Transport Assessments and Statements will be found in **Guidance on Transport Assessment**, (March 2007) published by the Department for Transport.

PPG13 promotes Travel Plans as a means of reducing car usage and increasing use of public transport, walking and cycling. Travel Plans are a more robust strategy for reducing the impact of the development and is an affective way of delivering this. A Travel Plan should be the first stage in managing impacts of the development and any subsequent Transport Assessment should be directed to

identifying the residual impacts based on a coherent Travel Plan. Travel Plans should seek to provide a range of measures and incentives to facilitate the use of alternative modes of transport. These measures should be based on a thorough understanding of the actual or projected movements of residents.

Clear targets should be set to allow the Travel Plan to be monitored and reviewed at the embryonic stages. Mechanisms for penalty measures will be sought in the Travel Plan where it is considered that this is appropriate. These will be triggered in the event that agreed targets contained in the plan are not met.

Residential Travel Plans are also being undertaken where possible to encourage car sharing or other alternative methods of travel other than by private single occupancy trips. The DfT Guidance on Transport Assessments (March 2007) and Circular 02/2007 contain useful information and guidance as contained in the PPS documents.

The Cambridge City Council Local Plan (2006) **policies 8/1, 8/2, 8/3, 8/4, 8/5, 8/7, 8/8 and 8/9** describes the Cambridge City Council's criteria against which development will be assessed.

26. Tree Survey / Arboricultural Implications

Where there are trees within the application site, or on land adjacent to it that could influence or be affected by the development (including street trees), information will be required on which trees are to be retained and on the means of protecting these trees during construction works. This information should be prepared by a qualified arboriculturist.

Full guidance on the survey information, protection plan and method statement that should be provided with an application is set out in the current BS5837:2005 'Trees in relation to construction – Recommendations'. Using the methodology set out in the BS should help to ensure that development is suitably integrated with trees and that potential conflicts are avoided.

Householder applications should include a detailed accurate drawing showing:

- 1) Details of the location and species of trees on the site
- 2) The tree(s) relationship to the proposed development
- 3) Details of trees on adjacent land where a proposal is located close to a boundary

All other applications should include items 2 and 3 (above). The following may also be requested (depending upon the application):

- 1) An accurately measured land survey showing all relevant existing site features (i.e. vegetation and spot ground levels);
- 2) A tree survey, with an accompanying assessment and evaluation carried out by a competent arboriculturist, of all the trees on and adjacent to the site in accordance with Table 1 and Appendix 4 of the BS 5837:2005. The drawing should be available to scale and on a digital format

- 3) Tree Constraints Plan
- 4) Arboricultural Implications Assessment
- 5) Tree Protection Plan. It should contain the following information:
 - trees to be retained and those to be removed,
 - the precise location and nature of tree protection barriers and other ground and aerial protection measures,
 - a schedule of all tree works
 - areas to be protected for future landscaping

All this information should be included in subsequent drawings and method statements used for design purposes or issued for use on site, to ensure that all interested parties are fully aware of the areas in which access and works may not take place.

- 6) Arboricultural Method Statements

Cambridge City Council Local Plan (2006) **policy 4/4** describes the LPA's criteria against which an application will be assessed.

27. Ventilation / Extraction Statement

Details of the position and design of ventilation and extraction equipment, including odour abatement techniques and acoustic noise characteristics, will be required to accompany all applications for the use of premises for purposes within Use Classes A3 (i.e. Restaurants and cafes – use for the sale of food and drink for consumption on the premises), A4 (i.e. Drinking establishments – use as a public house, wine-bar or other drinking establishment), A5 (i.e. Hot food takeaways – use for the sale of hot food for consumption off the premises), B1 (general business) and B2 (general industrial). This information (excluding odour abatement techniques unless specifically required) will also be required for significant retail, business, industrial or leisure or other similar developments where substantial ventilation or extraction equipment is proposed to be installed.

Cambridge City Council Local Plan (2006) policies 3/12 and 4/13 describe the LPA's criteria against which an application will be assessed.

The source for this text (in part) is: Communities and Local Government (December 2007) '*The Validation of Planning Applications Guidance for local planning authorities*'.

Availability of Documents referred to in the Local List

Document / Organisation	Webpage	Also available at...
BRE guidelines on daylight assessments: Site layout planning for daylight and sunlight: a guide to good practice. BRE Report 209, (1991)		-

British Standards Institute		-
Cambridge City Council Local Plan (2006)	http://www.cambridge.gov.uk/localplan/	Can be viewed or purchased at Cambridge City Council
Cambridge City Council Supplementary Guidance,	http://www.cambridge.gov.uk/planning/	Can be viewed or purchased at Cambridge City Council
Cambridge City Council Sustainable Design and Construction (2007)	http://www.cambridge.gov.uk/planning/	Cambridge City Council
Cambridge City Council Guidance for interpretation of open space standards (2006)	http://www.cambridge.gov.uk/planning/	Cambridge City Council
Supplementary Planning Document (June 2007)	http://www.cambridge.gov.uk/planning/	Cambridge City Council
Cambridge City Council Planning Obligation Strategy (2004)	http://www.cambridge.gov.uk/planning/	Cambridge City Council
Cambridge City Council - Contaminated Land in Cambridge – A developers guide	http://www.cambridge.gov.uk/ccm/navigation/environment/pollution/land-pollution/contaminated-land/	Brochures available at Cambridge City Council
Cambridge City Council - Planning Obligation Strategy (2004)		Cambridge City Council
Cambridge City Council Draft review of the planning obligation strategy (2006)		Cambridge City Council
Cambridge City Council Guidance for interpretation of open space standards (can be downloaded from Supplementary Guidance webpage)		Cambridge City Council
Cambridge City Council Statement of Community Involvement – A Consultation Strategy for Planning in Cambridge (adopted September 2007)	http://www.cambridge.gov.uk/ccm/navigation/planning/growth-policy/local-development-framework/	Cambridge City Council
Department for Transport Circular 02/2007, Planning and the Strategic Road Network	www.dft.gov.uk	
DETR Circular 03/99 and Building Regulations Approved Document Part H and in BS6297		

Guidance on Transport Assessment (March 2007)	www.dft.gov.uk	
Planning Policy Statements (PPS) and Guidance (PPG)	www.communities.gov.uk	-
The Association of Local Government Ecologists	http://www.alge.org.uk	-

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