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Boston Borough Council
Chief Executive
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My ref: PE/KR/Planning

Please ask for: Karen Rist, Democratic Services Officer (Direct number Tel 01205 314226)

Monday, 7 January 2019

NOTICE OF MEETING OF THE PLANNING COMMITTEE

Dear Councillor

You are invited to attend a meeting of the Planning Committee

on Tuesday, 15 January 2019 at 10.00 am

in the Committee Room, Municipal Buildings, West Street, Boston, PE21 8QR

A handwritten signature in black ink, appearing to be 'P. Drury', written over a light blue circular stamp.

PHIL DRURY
Chief Executive

Chairman: Councillor David Brown

Vice Chair: Councillor Sue Ransome

Councillors: Alison Austin, Peter Bedford, Michael Cooper, James Edwards, Jonathan Noble, Felicity Ransome, Brian Rush, Claire Rylott, Paul Skinner, Yvonne Stevens and Stephen Woodliffe

Note(s) for Members of the Committee:

In order to vote on a planning application committee Members must be present for the entire presentation and discussion on the item.

When an official site visit is undertaken which forms part of the decision making at Committee, only Members who have attended the site visit and received full representation will be able to debate and decide the application.

Members of the public are welcome to attend the committee meeting as observers except during the consideration of exempt or confidential items.

THIS MEETING WILL BE RECORDED (SOUND ONLY)

AGENDA

PART I - PRELIMINARIES

A APOLOGIES

To receive apologies for absence and notification of substitutes (*if any*).

B MINUTES

1 - 36

To sign and confirm the minutes of the last meeting.

C DECLARATION OF INTERESTS

To receive declarations of interests in respect of any item on the agenda.

D PUBLIC QUESTIONS

To answer any written questions received from members of the public no later than 5 p.m. two clear working days prior to the meeting – for this meeting the deadline is 5 p.m. on Thursday 10th January 2019.

PART II - AGENDA ITEMS

1 PLANNING APPLICATION B 18 0456

37 - 52

Outline permission for the construction of up to 5 dwellings, with all matters reserved (Layout, scale, appearance, access and landscaping).

Blue Bungalow, Pode Lane, Old Leake, Boston, PE22 9NB

Mrs Margaret Dickings

2 PLANNING APPLICATION B 18 0503

53 - 64

Approval of reserved matters (access, appearance, landscaping, layout and scale) following outline approval B/17/0093, for the erection of detached two storey dwelling

Land adjacent to 122 West End Road, Wyberton, Boston, PE21 7LP

Mr Steve Johnston

3 PLANNING APPLICATION B 18 0394

65 - 74

Resubmission of B/18/0192 for the erection of single storey building to form veterinary practice (Class D1), car park area and associated works

Plot 6 Endeavour Park, Boardsides, Boston, PE21 7TR

Mr D Feldmar

4 PLANNING APPLICATION B 18 0454 75 - 84

Erection of 3 no. 8m high lighting columns with 300w LED floodlights

Peter Paine Performance Centre, Rosebery Avenue, Boston, PE21 7QR

Shawn Thomas, Boston College

5 PLANNING APPLICATION VALIDATION CHECK LIST. 85 - 154

A Report by the Growth Manager

6 DELEGATED DECISION LIST 155 -

168

Standing Report.

Note: A planning decision comes into effect only when the decision notice and associated documents are despatched by the Local Planning Authority and not when the Committee makes its decision.

Notes:

The Human Rights Act 1998

It is implicit in these reports that the recommendations to and the consideration by Committee will take into account the Council's obligations arising out of the Human Rights Act and the rights conferred by Articles 6,8,14 and Article 1 of the First Protocol of the European Convention on Human Rights (ECHR). These are the rights to a fair hearing, respect for family and private life, the prohibition against discrimination and the peaceful enjoyment of possessions, respectively. The ECHR allows many to be overridden if there is a sufficiently compelling public interest.

In simple terms the Act requires a person's interest be balanced against the interests of the community. This is something that is part of the planning system and that balancing is a significant part of the consideration of issues identified to Committee by officer reports. Provided that those issues are taken into account, the Convention will be satisfied.

The person to contact about the agenda and documents for this meeting is Karen Rist, Democratic Services Officer, Municipal Buildings, Boston, Lincolnshire, PE21 8QR, Tel 01205 314226, e-mail: karen.rist@boston.gov.uk.

Council Members who are not able to attend the meeting should notify Karen Rist, Democratic Services Officer as soon as possible giving the name of the Council Member (*if any*) who will be attending the meeting as their substitute.

Alternative Versions

Should you wish to have the agenda or report in an alternative format such as larger text, Braille or a specific language, please contact Democratic Services on direct dial (01205) 314226

Emergency Procedures

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the nearest emergency exit and make their way to the Fire Assembly Point located in the car park at the rear of the Municipal Buildings.

DRAFT MINUTES

DRAFT MINUTES

Meeting ID	1351
Committee	Planning Committee
Date	11/12/2018
Attendees	Councillor David Brown (Chairman) Councillor Sue Ransome (Vice-Chairman) Councillor Alison Austin (Committee Member) Councillor Peter Bedford (Committee Member) Councillor Michael Cooper (Committee Member) Councillor James Edwards (Committee Member) Councillor Jonathan Noble (Committee Member) Councillor Stephen Raven (Committee Member) Councillor Brian Rush (Committee Member) Councillor Claire Rylott (Committee Member) Councillor Paul Skinner (Committee Member) Councillor Yvonne Stevens (Committee Member) Councillor Stephen Woodliffe (Committee Member) Lisa Hughes (Officer) Jamie Parsons (Officer) Trevor Thompson (Officer) John Taylor (Officer) Stuart Thomsett (Officer) Karen Rist (Officer)

Item ID	3952
Item Title	APOLOGIES
Summary	Apologies were tabled by Councillor Stephen Raven with no substitute member.

Item ID	3953
Item Title	MINUTES
Summary	With the agreement of the Committee the Chairman signed the minutes of the previous meeting held on Tuesday 13 November 2018

Item ID	3954
Item Title	DECLARATION OF INTERESTS
Summary	Standing declarations of interest are tabled for Councillors noted below: <i>Lincolnshire County Councillors:</i> Alison Austin and Paul Skinner <i>Members of South East Lincolnshire Joint Strategic Planning Committee:</i> Michael Cooper, David Brown, Claire Rylott and Sue Ransome <i>Representatives of Internal Drainage Boards:</i>

Peter Bedford, Michael Cooper and Claire Rylott

A collective declaration of interest was tabled for all members of the committee in respect of planning application B 18 0428 in that the applicant was a relative of an Officer of Boston Borough Council.

A further collective declaration of interest was tabled for all members of the committee with the exception of Councillors Peter Bedford; Brian Rush and Claire Rylott, in respect of planning application B 18 0468 in that the applicant was a relative of an Officer of Boston Borough Council.

Councillor Peter Bedford declared a conflict of interest in that application as the applicant was personally known to him and as such confirmed he would absent from the item.

Councillor Claire Rylott declared a conflict of interest in that application in that the applicant was known both professionally and personally and as such she would absent from the item.

Councillor Brian Rush declared a conflict of interest in that item in that the applicant was a neighbour and as such he would absent from the item.

Councillor Peter Bedford declared a conflict of interest in planning application B 18 0012 stating he was a family friend of the applicant and as such would absent from the meeting for that item.

Councillor Stephen Woodliffe declared he would speak as the ward member in respect of planning application B 18 0284 and as such would absent from the meeting once he had concluded his representation.

Councillor Woodliffe further declared a conflict of interest in planning application B 18 0012 citing his multiple historic associations with Boston Grammar School, which should the application be granted, could be subject to financial gain via the Section 106. Agreement within the application. He confirmed he would absent from the meeting.

Councillor Yvonne Stevens stated for transparency reasons she would absent from the meeting for planning application B 18 0395 as the applicant was a personal friend.

Councillor Brian Rush declared a prejudicial interest in planning application B 18 0413 and would absent from the meeting for the item.

Item ID	3955
Item Title	PUBLIC QUESTIONS
Summary	No public questions were tabled. It is recorded that Councillor Stephen Woodliffe absented from the meeting at this point in the proceedings.

Item ID	4008
Item Title	PLANNING APPLICATION B 18 0284
Summary	Erection of 4 two storey residential dwellings and private access road

leading from The Boundary following demolition of 73 & 73A Rosebery Avenue

73, 73a & 75 Rosebery Avenue, Boston, PE21 7QR

Mr B H French.

The Growth Manager presented the report to committee and advised that the application had been subject to an amendment since its original submission which had been for 6 dwellings. The application had been changed and was now submitted for 4 dwellings.

Furthermore two typographical errors were highlighted within the report:

The first was on page 26 under 2.2 of the report which should read 67 and 79 Rosebery Avenue and not as stated within the report 67 and 75 Rosebery Avenue.

The second was on page 36 under paragraph 7.22 which should state plot 1 would sit behind 67 Rosebery Avenue and not 67 Sleaford Road.

Representation was received from Mr Bradley the applicant's agent which included:

Confirmation that the application was to develop an existing site into 4 dwellings together with public access. The existing dwellings were between 30 – 40 year old and had limited architectural merit and did not match the adjoining development. It was served by vehicular access onto Rosebery Avenue which was only 3 metres wide and only capable of serving one dwelling. The original application for 6 dwellings with access via The Boundary had been amended, following comments of local residents, to 4 dwellings. Plot 1 would utilise the direct access to Rosebery Avenue with the remaining 3 dwellings accessing via the 4.1 metre wide road which was compliant with Highways guidelines. Plot 1 was designed with a screen wall to the northern flank and would only be accessed by Rosebery Avenue. The development matched half of the existing development and would be compliant with Environment Agency standing advice in respect of flood risk. The design included sympathetic use of materials to ensure the development would blend with the adjoining dwellings and would meet current latest insulation standards and meet current energy performance targets. The scheme would be connected to the existing foul sewerage system and be replaced with modern surface water system. Finished floor levels were proposed to be 1m above existing ground to be compliant with current EA rating. It was proposed to raise ground levels by an average of 450mm and grade down to existing ground levels. The surface water management system would cope with surface water run-off comprising of an underground modular cell collection tank. To mitigate the effect of surface water run-off french drains had been incorporated adjacent to the access road and in the rear gardens. A construction management plan had been submitted to ensure all construction traffic would be confined to the existing direct access from Rosebery Avenue with no construction traffic being allowed via The Boundary. Committee were asked that should it

grant the application if it could consider reducing the finished floor levels by 500mm which would have a positive effect in respect of the height of the buildings and issues of over looking. No objection had been received by either the Environment Agency in respect of flood risk, none from Lincolnshire County Council Highways nor from the Black Sluice Drainage Board.

Representation was received from the ward member Councillor Stephen Woodliffe which included:

The ward member advised he would base his significant concerns and objections on the report and proceeded to address a significant number of points contained therein. Committee were asked to note that decisions should ensure development would function well and add to the overall quality of the area over its' lifetime of the development with permission being refused for developments of poor design which failed to take opportunity for improving character. Referencing the 4 dwellings members were asked to recognise they were all large detached houses with Plot 1 which had a lounge with large folding door 4 metres from the fence and faced north which he felt was contrary to the national aim to carbon footprint which sought to make the most of Southerly sunshine by keeping heating costs down and in new builds living areas should not face north. Concern also noted the size of the gardens and the privacy for the owners of the new homes. Concern was further noted at street lighting and the potential of having to place lighting in private gardens; land contamination was further questioned along with the impact on residential amenity and the impact the development would have on existing residents and their enjoyment of their properties due to the size of the proposed dwellings and the construction period was also noted as being a cause for concern. Referencing the site entrance members were advised it would be opposite no.2 The Boundary who had raised concerns about noise disturbance from vehicular traffic being only 3 metres from the residents' bedroom. Vehicle lights shining in the evening were also a cause for concern. Members were asked to agree that the impact on the residents close to the junction as being significant in their consideration. Referencing the 4 year indicated timescale for development of the construction, members were asked to agree that the suffering inflicted on resident for this timescale was unacceptable and that would generate significant levels of vehicular movements along the track between 67 and 70 Rosebery Avenue, there was also concern that construction traffic could use the Boundary. Referencing the construction management plan committee were asked to agree it was lacking in a number of information including not identifying hours of working during the construction period.

It was moved by Councillor Jonathan Noble and Seconded by Councillor Brian Rush that the application be refused contrary to officer recommendation as it contravened policies G1 and H3(2) of the NPPF.

Vote: In Favour: 6. Against: 5. Abstention: 0

RESOLVED: That the application be refused contrary to officer recommendation for the following reason

The siting of the proposed four dwellings to the rear of existing residential properties at The Boundary and Rosebery Avenue will be out of character with the pattern and form of development surrounding the application site. Furthermore, the proposed development having regard to the distances from respective boundaries and rear elevations of neighbouring properties and the proposed locations of the first floor window serving habitable rooms will result in significant overlooking of neighbouring properties. Collectively this will substantially erode the amenity, privacy and the living conditions of neighbouring residents. The proposed development will therefore be contrary to the objectives of Boston Borough Local Plan 1999 Policies G1, H2 and H3(2) and paragraph 127 of the National Planning Policy Framework (2018)

Refused Drawing Numbers:

- Site plan/location plan ref 1827/3D
- Type A houses ref 1827/1A
- Type B houses ref 1827/2A

In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework (2108) in order to seek to secure sustainable development that improved the economic, social and environmental conditions of the Borough.

It is recorded that Councillor Stephen Woodliffe returned to the meeting at this point in the proceedings.

Item ID	4009
Item Title	PLANNING APPLICATION B 18 0405
Summary	<p>Approval of reserved matters for 178 dwellings (access, appearance, layout, landscaping and scale) following approval of B/16/0436 including the submission of details in relation to Condition 8 - Public Open Space and Condition 9 - Site Levels.</p> <p>Land east of Lindis Road (inc, former Shooter's Yard), Boston.</p> <p>Mr Steven Ibbotson, Cyden Homes</p> <p>The Senior Planning Officer presented the report confirming it was reserved matters following initial outline permission being granted on the 20 June 2017. Members had requested all reserved matters to be considered and determined by committee. No updates to the report tabled were presented.</p> <p>Representation was received from the applicant Mr Ibbotson which included:</p> <p>Members were reminded that the principle of residential development for up to 180 dwellings had already been established on the site. A single access point had been created on Lindis Road connected to a looped road system allowing vehicles and pedestrians through the development. Connecting</p>

and linking to the existing footpaths through the site and providing pedestrian linkage to Eastwood Road. No objection to the layout had been received by the Highways Department. The road network was linked by a full sustainable drainage system. The application had a mixture of dwellings to meet the housing demand in Boston and provided 27 affordable dwellings. The public footpaths within the site would be within tree lined corridors and the open space had been increased beyond the minimum requirement. Play space and open grass amenity areas were available. The report agreed that the relationship between the houses had been well considered, with good sized rear gardens with acceptable separation distances between proposed and existing properties.

It was moved by Councillor James Edwards and Seconded by Councillor Alison Austin that the committee approve the reserved matters application in line with officer recommendation and subject to the conditions and reasons therein.

Vote: In Favour: 12. Against: 0. Abstention: 0

RESOLVED: That the reserved matters be approved in line with officer recommendation and subject to the following conditions and reasons:

1. The development hereby permitted shall be carried out in accordance with the following approved plans:
 - Topographical Survey drwg no. 15-204-01
 - Proposed Site Layout Plan drwg no. 115/A0/02 Rev. A
 - Proposed Landscape Layout drwg no. 115/A0/04 Rev. C
 - Proposed Materials Layout drwg no. 115/A0/05 Rev. A
 - Proposed Separation Distances drwg no. 115/A0/11 Rev. A
 - Proposed House type dH418 drwg no. 115/101
 - Proposed House type dH414 drwg no. 115/102 & 115/103
 - Proposed House type dH420 drwg no. 115/104 & 115/105
 - Proposed House type dH409 drwg no. 115/106
 - Proposed House type dH408 drwg no. 115/107 & 115/108
 - Proposed House type dH404 drwg no. 115/109
 - Proposed House type dH403 drwg no. 115/110
 - Proposed House type dH402 drwg no. 115/111
 - Proposed House type dH401 drwg no. 115/112
 - Proposed House type dH430 drwg no. 115/113 Rev. A
 - Proposed House type SH303 drwg no. 115/114
 - Proposed House type sH320-319 drwg no. 115/115
 - Proposed House type tH319-320-202 drwg no. 115/116
 - Proposed House type tH303-330 drwg no. 115/117
 - Proposed House type tH205-202-201 drwg no. 115/118
 - Proposed House type tH232-231 drwg no. 115/119 Rev. A
 - Proposed House types tH202-201 & tH205-202-201 drwg no. 115/120
 - Proposed House type tH330-232-231 drwg no. 115/123
 - Garages Sheet 1 of 2 drwg no. 115/121
 - Garages Sheet 2 of 2 drwg no. 115/122
 - Proposed Site Sections drwg no. 115/A0/12 Rev. A

- And Drainage Statement prepared by Hall Design infrastructure

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with the objectives of Local Plan policy G1.

2. Notwithstanding Condition 8 attached to the outline application B/16/0436, all landscape works shall be carried out in accordance with the approved landscaping details shown on drawing no. 115/A0/04 Rev. C and the landscaping of each individual plot shall be provided within the first planting season following occupation of each individual plot. Any trees, hedges, plants or grassed areas which within a period of five years from the date of planting die, are removed or become seriously damaged or diseased shall be replaced in the first available planting season with others of similar size species or quality.

Reason: In the interests of visual amenity and in accordance with Section 197 of the 1990 Act which requires local planning authorities to ensure, where appropriate, adequate provision is made for the preservation or planting of trees, and to ensure that the approved scheme is implemented satisfactorily. The condition accords with Boston Borough Local Plan 1999 Policy G1.

3. The carriageways of the estate roads hereby permitted shall be constructed up to and including binder course level prior to the commencement of the erection of any residential development intended to take access therefrom and no dwelling hereby permitted shall be occupied before the footway between that dwelling and the existing public highway is also constructed up to and including binder course level. The carriageway and footway binder course surfaces shall be maintained to a standard that will provided safe and suitable access for residents and their visitors until such time as the final surface courses are laid and the final surface courses shall be laid no later than three months following the date of occupation of the penultimate dwelling.

Reason: To ensure that construction vehicles and material delivery vehicles can safely access the permitted development, to ensure that safe and suitable standard of vehicular and pedestrian access is provided for all throughout the construction period of the development in accordance with the guidance within the National Planning Policy Framework and to ensure that the roads and footways are completed within a reasonable period following completion of the dwellings.

4. Prior to the commencement of any part of the development hereby permitted, details shall be submitted to and approved in writing by the Local Planning Authority for the provision of a fire hydrant/s or other acceptable alternative. The fire hydrant/s (or other acceptable alternative) as approved in writing by the Local Planning Authority shall be installed/agreed prior to the occupation of any dwelling approved by this consent.

Reason: To enable the protection and maintenance of the development and to accord with Boston Borough Local Plan 1999 Policy G1. This is a

	<p>pre-commencement condition as provision for the hydrants needs to be assessed at layout stage.</p> <p>5. Notwithstanding the approved landscaping layout (drwg no. 115/A0/04 Rev. C) a landscape management plan including management responsibilities and maintenance schedules of the public open space and play equipment if applicable shall be submitted to and approved in writing by the Local Planning Authority before the occupation of any dwelling. The landscape maintenance plans shall be carried out as approved thereafter.</p> <p>Reason: To ensure the long term maintenance of the public open space and play equipment, in the interests of the amenity of residents and to accord with the objectives of Boston Borough Local Plan 1999 Policy H4.</p> <p>In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework (2018) in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.</p> <p>It is recorded that Councillor Yvonne Stevens absented from the meeting at this point in the proceedings.</p>
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Item ID	4010
Item Title	PLANNING APPLICATION B 18 0395
Summary	<p>Construction of 79 dwellings plus roads, public open space and associated works (amended scheme for construction of 86 dwellings ref: B/16/0106)</p> <p>Land off Puritan Way, Boston, Lincolnshire, PE21 8NW</p> <p>Mrs S Gosling, Mrs M Leggate and Mrs R Wicks</p> <p>The Growth Manager presented the report confirming the application was for 9 dwellings less than the initial application on which 86 dwellings had been granted earlier in the year.</p> <p>Representation was received from the applicant's agent Mr Wicks which included:</p> <p>Following the original approval the applicant had incorporated a number of relatively minor but quite numerous alterations to the original proposal. As noted within paragraph 2.4 of the report a new sub-station had been incorporated. A terrace of 3 dwellings had been changed to a pair of semi-detached units which would allow car parking alongside the units, reducing the car park courtyard area. Finally house types had been substituted.</p> <p>Following approval of a revised surface water pipe route to the other side of Fenside Road it was no longer required to bore through the Witham Bank. The Section 106 detailed a deed of variation and 99% had been cleared and clearance of pre-commencement conditions had allowed work on the roads on the site to commence via previous approval. The site was included in the draft local plan and already had a current permission for 7 more houses</p>

on the site which was in a highly sustainable location. There would be no changes to the houses which backed onto the Grange. Objections raised by 42 and 44 Puritan Way were overruled.

There would be construction noise which would be relatively short term and the applicant was looking at a further potential phase on the development where the new surface water pipe linked to Fenside Road which would provide residents with a short cut. The roadworks on site alleviated any need to inconvenience residents by construction workers parking as they could park directly on site. The site provide 79 shared equity and rental properties to help people to get on the property ladder or to rent.

It was moved by Councillor Jonathan Noble and Seconded by Councillor Michael Cooper that the committee be minded to approve the application in line with officer recommendation, subject to the conditions and reasons therein, subject to the amendment to condition 2 and subject to the completion of the deed of variation as detailed in the report.

Vote: In Favour: 11. Against: 0. Abstention: 0

RESOLVED: That committee be minded to approve the application in line with officer recommendation subject to the following conditions and reasons and subject to the completion of the deed of variation:

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

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

2 The development hereby approved shall be carried out in accordance with the submitted plans as detailed in the submitted plans as detailed in the submitted 'Drawings Issued Register' received on the 4th December 2018 and issued on the 3rd December 2018.

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with Adopted Local Plan Policy G1.

3 The first property shall not be occupied until full details of hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority. The details shall include :

- i. hard surfacing materials
- ii. minor structures/ planters
- iii. planting schedules (species, sizes, planting densities, maintenance proposals)

Reason: In the interests of visual amenity and in accordance with Section 197 of the 1990 Act which requires Local Planning Authorities to ensure, where appropriate, adequate provision is made for the preservation or planting of trees, and to ensure that the approved scheme is implemented satisfactorily in accordance with saved Boston Borough Local Plan 1999 Policies G1, G2 and H3.

- 4 The approved hard and soft landscaping works shall be implemented in full In accordance with timescales to be submitted to and approved in writing by the Local Planning Authority before the occupation of any dwelling.
- Reason:** In the interests of visual amenity and in accordance with Section 197 of the 1990 Act which requires Local Planning Authorities to ensure, where appropriate, adequate provision is made for the preservation or planting of trees, and to ensure that the approved scheme is implemented satisfactorily in accordance with saved Boston Borough Local Plan 1999 Policies G1, G2 and H3.
- 5 The proposed area of equipped public open space in the northern part of the site as shown on plan Proposed site plan ref 14/2221-02 rev V shall be laid out in a manner to be submitted to and agreed in writing by the Local Planning Authority and shall be made available for use before the 40th dwelling constructed on the application site is first occupied and shall be retained thereafter.
- Reason:** To provide a satisfactory level of publicly available amenity open space within the development and to accord with Boston Borough Local Plan 1999 Policy H4.
- 6 A landscape management plan including management responsibilities and maintenance schedules of the public open space and play equipment shall be submitted to the Local Planning Authority before the occupation of any dwelling and approved in writing. The landscape maintenance plan shall be carried out as approved thereafter.
- Reason:** To ensure the long term maintenance of the public open space and play equipment, in the interests of the amenity of residents and to accord with the objectives of Boston Borough Local Plan 1999 Policy H4.
- 7 Before occupation of any of the dwellings hereby approved, the external parking areas shall be provided with lighting in accordance with details, including the maintenance of the lighting, to be submitted to and agreed in writing by the Local Planning Authority.
- Reason:** To provide adequate lighting of the private driveway in the interest of crime prevention and community safety and in accordance with Boston Borough Local Plan 1999 Policy H3.
8. The development hereby approved shall be carried out in accordance with the submitted Construction Management Plan Rev A received on the 21st November 2018.
- Reason:** In the interests of the safety and free passage of the public, in the interests of residential amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policies G1 and G6.
- 9 Notwithstanding the submitted details, before any development is commenced above slab level, details of a wall and fencing scheme shall be submitted to and approved in writing by the Local Planning Authority.

The scheme shall include details of the walls and fencing to be erected, their height, design, materials and position in relation to finished ground levels of the site following development and the ground levels of the neighbouring properties to the west. The scheme shall be carried out as approved prior to the occupation of each respective dwelling.

Reason: In the interests of the visual amenities of the area and to accord with Policy G1 of the Boston Borough Local Plan 1999.

- 10 Prior to the commencement of the development above slab level, details relating to the treatment of the transitional area between the proposed raised land levels along the western boundary of the site and existing ground levels of the neighbouring land and to include site sections shall be submitted to and approved in writing by the Local Planning Authority, and the development shall be built in accordance with the approved scheme. The details shall also include the boundary treatment and the means to ensure that surface water from this raised land does not cause flooding onto neighbouring land. The approved details shall be completed prior to the occupation of plots 2-8 inclusive; 33-38 inclusive; 57 and 58.

Reason: No such details have been submitted, in the interests of satisfactory drainage and residential amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policies G1 and G3.

- 11 No dwellings shall be occupied until the foul water scheme hereby approved has been fully installed and is operational. The approved scheme shall be retained and maintained in full in accordance with the approved details.

Reason: In the interests of satisfactory drainage and to accord with the objectives of Boston Borough Local Plan 1999 Policy G3.

- 12 Surface water shall be discharged to the surface water sewer as shown on plan ref 14/2221-02 rev V and as approved by permission B/18/0395 dated 26th November 2018. No dwellings shall be occupied until the surface water scheme has been fully installed and is fully operational. The approved scheme shall be retained and maintained in accordance with the approved details.

Reason: In the interests of satisfactory drainage and to accord with the objectives of Boston Borough Local Plan 1999 Policy G3.

- 13 The development hereby approved shall be carried out in accordance with the approved Flood Risk Assessment (FRA) (RM Associates version 2 dated April 2016) and in particular the following mitigation measures as detailed within the FRA:

- Finished floor levels of the dwellings shall be set no lower than 3.5m AOD
- Flood resistant and resilient measures shall be incorporated throughout the development as stated.

The mitigation measures shall be fully implemented prior to occupation.

Reason: To reduce the risk of flooding to the proposed development and any future occupants and to accord with the objectives of the National Planning Policy Framework (2018).

14 Notwithstanding the provisions of condition 13 above, the ground floor of plots 59, 60, 61, 62 and 63 shall be available for garaging, utility, WC and storage only and at no time shall it be used for any other purpose.

Reason: To reduce the impacts of flooding on the development and to accord with the objectives of the National Planning Policy Framework (2018)

15 No dwelling shall be occupied until details have been submitted and approved in writing by the Local Planning Authority for the provision of a fire hydrant on this site. The approved fire hydrant shall be installed prior to the occupation of any dwelling on this site and retained thereafter.

Reason: In the interests of public safety and to accord with the objectives of Boston Borough Local Plan 1999 Policy H3.

16 The carriageways of the estate roads hereby permitted shall be constructed up to and including binder course level prior to the commencement of the erection of any residential development intended to take access therefrom and no dwelling hereby permitted shall be occupied before the footway between that dwelling and the existing public highway is also constructed up to and including binder course level. The carriageway and footway binder course surfaces shall be maintained to a standard that will provided safe and suitable access for residents and their visitors until such time as the final surface courses are laid and the final surface courses shall be laid no later than three months following the date of occupation of the penultimate dwelling.

Reason: To ensure that construction vehicles and material delivery vehicles can safely access the permitted development, to ensure that safe and suitable standard of vehicular and pedestrian access is provided for all throughout the construction period of the development in accordance with the guidance within the National Planning Policy Framework and to ensure that the roads and footways are completed within a reasonable period following completion of the dwellings.

17 No dwelling shall be commenced before the first 50 metres of estate road from its junction with the public highway, including visibility splays, as illustrated on drawing number 14/2221-02 Rev. V, dated 8 November 2018, have been completed.

Reason: To ensure construction and delivery vehicles, and the vehicles of site personnel may be parked and/or unloaded off the existing highway, in the interests of highway safety and the amenity of neighbouring residents and to accord with the objectives of Boston Borough Local Plan 1999 Policies G1 and H3.

18 No development shall take place above slab level until details of the proposed play equipment to be provided on the public open space has been submitted to and approved in writing by the Local Planning

	<p>Authority. The approved play equipment shall be installed and made available for use before the 40th dwelling constructed on the application site is first occupied and shall be retained thereafter.</p> <p>Reason: To provide a satisfactory level of play equipment within the development and to accord with the objectives of Boston Borough Local Plan 1999 Policy H4.</p> <p>In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework (2018) in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.</p> <p>It is recorded that Councillor Yvonne Stevens re-joined the meeting at this part in the proceedings.</p>
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Item ID	4011
Item Title	PLANNING APPLICATION B 18 0418
Summary	<p>Outline application for one dwelling, with all matters reserved for later approval</p> <p>Land adjacent to Fernlea, Spittal Hill Road Freiston, PE22 0JD</p> <p>Mr Taylor, WT Taylor and Sons</p> <p>The Senior Planning Officer presented the report confirming there were no updates to the report tabled.</p> <p>Representation was received from the applicant's agent Mr Crust which included:</p> <p>Committee were asked to recall that planning permission had been granted on appeal for residential development adjacent to the east of the site in February 2018 and further reminded that in September 2018 outline permission had been granted for the construction of two houses at land 70 metres to the north of the site. Mr Crust referenced similar applications stating that in August 2017 and in January and August 2018 permissions had been granted for housing schemes on sites within the countryside, on land outside the village envelopes of Sutterton and Fosdyke: each representing infill land. Recently in October 2018 permission for a housing development off Causeway Wyberton had also been granted as it had been considered it was acceptable infill. Referencing Paragraph 11 of the NPPF which included 'presumption in favour of sustainable development', members asked to also recognise that with no five year supply of housing, policies relevant to the supply were out of date. The tilted balance was engaged and there was a presumption in favour of sustainable development in respect of the application. The site was not isolated and as such the requirements identified in para 79 were not relevant. There had been no objections to the application from residents or any statutory consultee. Local Planning Policy CO2 was not a saved policy and held no weight. Referencing the outline application for up to 2 dwellings in Butterwick which</p>

had been refused in 2017 and then subsequent upheld on appeal when the Inspector had recorded that the dwellings would not be spatially or socially isolated and would form part of group of other buildings' and consolidating remaining clusters of development, committee were asked to note that the appeal was a material consideration and had weight, as the decision was made in February 2018.

It was moved by Councillor Alison Austin and seconded by Councillor Jonathan Noble that the committee grant the contrary to officer recommendation as it was an infill plot; the appeal decision was important and the location was a sustainable location, subject to appropriate planning conditions and reasons.

Vote: In Favour: 12. Against: 0. Abstention: 0

RESOLVED: That the application be granted contrary to officer recommendation subject to agreement being received in respect of the pre-commencement contamination condition and subject to the following conditions and reasons.

1. No development shall commence until details of the appearance, landscaping, layout, access and scale of the development (hereafter referred to as reserved matters) have been submitted to and approved in writing by the Local Planning Authority.

Reason: This is an outline application only and such details must be approved before development commences in order to comply with the objectives of Boston Borough Local Plan 1999 policies G1 and H3, and required to be imposed pursuant to Section 92 of the Town and Country Planning Act 1990.

2. Application for approval of the reserved matters shall be made to the Local Planning Authority not later than the expiration of 3 years from the date of this permission.

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

3. The development hereby permitted shall be begun before the expiration of 2 years from the date of approval of the last of the reserved matters to be approved.

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

4. The development hereby permitted shall be carried out in accordance with the following plans and details:

- site location plan and
- existing block plan ref J1649-PL-01 Rev P01

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with Boston Borough Local Plan 1999, Policy G1.

5. The development permitted by this planning permission shall only be carried out in accordance with the approved Flood Risk Assessment (FRA), undertaken by Robert Cole dated 27 September 2018 and the following mitigation measures detailed in the FRA:

- The ground floor of the proposed dwelling to be restricted to non-habitable uses (garage, utility, WC)
- Flood resilience and resistance measures to be incorporated into the proposed development as stated

Reason: To reduce the risk of flooding to the proposed development and future occupants in accordance with the National Planning Policy Framework 2018.

6. The development hereby permitted shall not be commenced until details of a comprehensive contaminated land investigation has been submitted to and approved by the Local Planning Authority (LPA) and until the scope of works approved therein have been implemented. The assessment shall include all of the following measures unless the LPA dispenses with any such requirements in writing:

a) A Phase I desk study carried out to identify and evaluate all potential sources of contamination and the impacts on land and/or controlled waters, relevant to the site. The desk study shall establish a 'conceptual model' of the site and identify all plausible pollutant linkages. Furthermore, the assessment shall set objectives for intrusive site investigation works/ Quantitative Risk Assessment (or state if none required). Two full copies of the desk study and a non-technical summary shall be submitted to the LPA.

A site investigation shall be carried out to fully and effectively characterise the nature and extent of any land contamination and/or pollution of controlled waters. It shall specifically include a risk assessment that adopts the Source-Pathway-Receptor principle and takes into account the sites existing status and proposed new use. Two full copies of the site investigation and findings shall be forwarded to the LPA.

Reason: To ensure potential risks arising from previous site uses have been fully assessed and to accord with Boston Borough Local Plan 1999 Policy G1.

7. Where the risk assessment (see preceding condition) identifies any unacceptable risk or risks, a detailed remediation strategy to deal with land contamination and/or pollution of controlled waters affecting the site shall be submitted and approved by the LPA. No works, other than investigative works, shall be carried out on the site prior to receipt of written approval of the remediation strategy by the LPA.

Reason: To ensure the proposed remediation plan is appropriate and to accord with Boston Borough Local Plan 1999 Policy G1.

8. Remediation of the site shall be carried out in accordance with the approved remediation strategy (see preceding condition). No deviation

	<p>shall be made from this scheme without the express written agreement of the LPA.</p> <p>Reason: To ensure site remediation is carried out to the agreed protocol and to accord with Boston Borough Local Plan 1999 Policy G1.</p> <p>9. On completion of remediation, two copies of a closure report shall be submitted to the LPA. The report shall provide validation and certification that the required works regarding contamination have been carried out in accordance with the approved Method Statement(s). Post remediation sampling and monitoring results shall be included in the closure report.</p> <p>Reason: To provide verification that the required remediation has been carried out to the required standards and to accord with Boston Borough Local Plan 1999 Policy G1.</p> <p>10. If, during development, contamination not previously considered is identified, then the LPA shall be notified immediately and no further work shall be carried out until a method statement detailing a scheme for dealing with the suspect contamination has been submitted to and agreed in writing with the LPA.</p> <p>Reason: To ensure all contamination within the site is dealt with and to accord with Boston Borough Local Plan 1999 Policy G1.</p> <p>In determining the application the authority has taken account of the guidance in paragraph 38 pf the National Planning Policy Framework 2018 and consider this development is acceptable due to it being an infill plot, improving highway safety by virtue of demolishing a building that prevents visibility of the nearby corner is a sustainable location and the appeal decision by the Planning Inspectorate at the former garage, Brand End Road Butterwick.</p>
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Item ID	4012
Item Title	PLANNING APPLICATION B 18 0429
Summary	<p>Application for approval of reserved matters (access, appearance, layout, landscaping and scale) for Phase 4 of residential development comprising of 26 no. dwellings approved under Outline Application B/13/0037</p> <p>Land at Broadfield Lane/Grayling Way, Boston, PE21 8BQ</p> <p>Griffin Portfolios Ltd</p> <p>The Growth Manager presented the report and advised updates to the report issued: a response had been received from Lincolnshire Education stating no comment in relation to the application as impacts had been addressed at outline stage.</p> <p>Representation was received from the applicant's agent Mr Finch which included: Stating he had been involved at the outline stage of the application in 2013,</p>

Mr Finch confirmed his knowledge of the site and application was extensive and that he had previously addressed committee in June 2018 in respect of the reserved matters for phase 3 which was due to commence early 2019. The play area installation for the public open space was scheduled for installation January 2019. Addressing the final phase Mr Finch confirmed that on a site with outline permission for up to 200 homes, the last phase would deliver a total of 182 dwellings for the site in close proximity to Boston. The continuity of building on the site has provided a positive contribution to the housing supply and also regenerated a redundant site. Earlier phases had produced a mixture of housing between 1 bedroom to 4 bedroom housing with shared ownership and rented. The final phase provided 3 bedroom 2 storey housing in semi-detached and terrace form with reduced density. There had been a conscious decision not to link the development to Matthew Flinders Way, the residents of which had voiced concerns at the initial outline application that the road network would link through.

Construction access for phase 4 would be via the allotment land and as such the fence for Matthew Flinders Way would remain in place. The nearest new dwellings would be set away from the boundary with Matthew Flinders Way, with the concerns of the neighbour at no. 67 noted. A suitably worded condition would deal with the effective screening between no. 67 and the new development. Concerns in respect of the accuracy of plans made by the neighbour had been addressed with the site being electronically surveyed and land registry plans had been provided to the planning officer to demonstrate accuracy. Car parking to the frontage near Matthew Flinders Way would be a typical form of layout which would be less likely to cause any disturbance, as against either parking being located alongside the last dwelling or, the developments being linked.

It was moved by Councillor Paul Skinner and seconded by Councillor Brian Rush that the committee grant the application in line with officer recommendation and subject to the conditions and reasons therein.

Vote: In Favour: 12. Against: 0. Abstention: 0

RESOLVED: That the application be granted in line with officer recommendation subject to the following conditions and reasons:

- 1 The development hereby permitted shall be begun before the expiration of two years from the date of this approval.

Reason: Required to be imposed pursuant to Section 92 of the Town and Country Planning Act 1990.

- 2 The development hereby approved shall be carried out in accordance with the following approved plans:

- Location plan ref GRI/plph4/002
- Site layout ref GRI/plph4/001
- Floor layouts (terraced 3 units) ref GRI/plph4/terr 3fp
- Elevations (terraced 3 units) ref GRI/plph4/terr 3 elev

- Floor layout (terraced 4 units) ref GRI/plph4/terr 4 fp
- Elevations (terraced 4 units) ref GRI/plph4/terr 4 elev
- Floor layouts and elevations (semi detached) ref GRI/plph4/semi
- Landscaping and fencing ref GRI/plph4/LFP

Reason: To ensure the developemnt is undertaken in accordance with the approved details and to accord with Boston Borough Local Plan 1999 Policy G1

- 3 Notwithstanding the requirements of condition 23 attached to the outline permission ref B/13/0037, a 2.2m high acoustic boarded fence shall be erected along the site's boundaries as shown on site layout plan GRI/plph4/002 before any dwelling is first occupied and shall be retained thereafter.

Reason: In the interests of residential amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.

- 4 There shall be no vehicular or pedestrian footpath between the application site and Mathew Flinders Way and the existing fence which separates the two sites shall be retained in that form thereafter.

Reason: In the interests of the amenity of existing residents and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.

- 5 The development shall be carried out in accordance with the approved construction management plan as identified on plan ref BR0/17/_CPP/01.

Reason: In the interests of residential amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.

- 6 The development of phase 4 shall be carried out in accordance with the approved Flood Risk Assessment (FRA) dated June 2018 Version 1, by RM Associates, including the following mitigation measures detailed within the FRA:

- Finished floor levels set no lower than 3.9m above Ordnance Datum, 1.0m above existing ground level
- Flood resistance and resilience measures incorporated as described

The mitigation measures shall be fully implemented prior to occupation and subsequently remain in place.

Reason: To reduce the risk of flooding to the proposed development and future occupants and to accoidr with the objectives of Local Plan policy G3 and the National Planning Policy Framework (2018)

- 7 The development hereby permitted shall not be commenced until details of a comprehensive contaminated land investigation has been submitted to and approved by the Local Planning Authority (LPA) and until the scope of works approved therein have been implemented. The assessment shall include all of the following measures unless the LPA dispenses with any such requirements in writing:

a) A Phase I desk study carried out to identify and evaluate all potential sources of contamination and the impacts on land and/or controlled waters, relevant to the site. The desk study shall establish a 'conceptual model' of the site and identify all plausible pollutant linkages. Furthermore, the assessment shall set objectives for intrusive site investigation works/ Quantitative Risk Assessment (or state if none required). Two full copies of the desk study and a non-technical summary shall be submitted to the LPA.

A site investigation shall be carried out to fully and effectively characterise the nature and extent of any land contamination and/or pollution of controlled waters. It shall specifically include a risk assessment that adopts the Source-Pathway-Receptor principle and takes into account the sites existing status and proposed new use. Two full copies of the site investigation and findings shall be forwarded to the LPA.

Reason: To ensure potential risks arising from previous site uses have been fully assessed and to accord with Boston Borough Local Plan 1999 Policy G1.

8 Where the risk assessment (see preceding condition) identifies any unacceptable risk or risks, a detailed remediation strategy to deal with land contamination and/or pollution of controlled waters affecting the site shall be submitted and approved by the LPA. No works, other than investigative works, shall be carried out on the site prior to receipt of written approval of the remediation strategy by the LPA.

Reason: To ensure the proposed remediation plan is appropriate and to accord with Boston Borough Local Plan 1999 Policy G1.

9 Remediation of the site shall be carried out in accordance with the approved remediation strategy (see preceding condition). No deviation shall be made from this scheme without the express written agreement of the LPA.

Reason: To ensure site remediation is carried out to the agreed protocol and to accord with Boston Borough Local Plan 1999 Policy G1.

10 On completion of remediation, two copies of a closure report shall be submitted to the LPA. The report shall provide validation and certification that the required works regarding contamination have been carried out in accordance with the approved Method Statement(s). Post remediation sampling and monitoring results shall be included in the closure report.

Reason: To provide verification that the required remediation has been carried out to the required standards and to accord with Boston Borough Local Plan 1999 Policy G1

11 If, during development, contamination not previously considered is identified, then the LPA shall be notified immediately and no further work shall be carried out until a method statement detailing a scheme for dealing with the suspect contamination has been submitted to and agreed in writing with the LPA.

Reason: To ensure all contamination within the site is dealt with and to accord with Boston Borough Local Plan 1999 Policy G1.

- 12 No development shall take place above ground level until details of the materials proposed to be used in the construction of the external surfaces have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details.

Reason: To ensure that the new buildings are in keeping with the character of the area and to accord with Boston Borough Local Plan 1999 Policies G1 and H3

- 13 All landscape works shall be carried out in accordance with the approved details within 6 months of the date of the first occupation of any building or completion of development whichever is the sooner. Any trees, plants, grassed areas which within a period of 5 years from the date of planting die, are removed or become seriously damaged or diseased shall be replaced in the first available planting season with others of similar size species or quality.

Reason: In the interests of visual amenity and in accordance with Section 197 of the 1990 Act which requires Local Planning Authorities to ensure, where appropriate, adequate provision is made for the preservation or planting of trees, and to ensure that the approved scheme is implemented satisfactorily. The condition accords with Boston Borough Local Plan 1999 Policy G1

- 14 Notwithstanding the requirements of condition 2 above and the fencing details shown on plan ref GRI/plph4/LFP before any development takes above ground level, a fencing scheme along the boundary between application site and the 67 Mathew Flinders Way shall be submitted to and approved in writing by the Local Planning Authority. The works shall be carried out as approved before occupation of any dwelling on this site.

Reason: In the interests of residential amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.

- 15 Prior to the commencement of the development above slab level, details relating to the treatment of the transitional area between the proposed raised land levels along the western boundary of the site and existing ground levels of the neighbouring land, including site sections shall be submitted to and approved in writing by the Local Planning Authority. The development shall be built in accordance with the approved scheme before the dwellings on plots 23-26 are first occupied. The details shall also include the means to ensure that surface water from this raised land does not cause flooding onto neighbouring land.

Reason: In the interests of residential amenity and to avoid third party flooding. This condition accords with the objectives of Boston Borough Local Plan 1999 Policy G3.

In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy framework (2108) in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.

IT IS RECORDED THAT THIS MEETING ADJOURNED AT THIS POINT IN THE PROCEEDINGS AND RECONVENED AT 2PM

Item ID	4013
Item Title	PLANNING APPLICATION B 17 0513
Summary	<p>Outline application for the erection of up to 35 no. dwellings (with layout and access to be considered) and construction of car park for use by Old Leake Primary School</p> <p>Land north of Old Main Road, Old Leake, Boston, PE22 9HR</p> <p>Messr A & J Daubney</p> <p>The Senior Planning Officer presented the report to the committee stating the application had been presented to committee on 29th May 2018 when it had been granted, subject to a 106. Planning obligation, to be completed within 3 months of that decision. The planning obligation had not been completed and as such had been returned to the committee. Members were further advised that due to the delay, weight now had to be given to the emerging SELLP policies along with the revised NPPF. The outcome of the changes in considerations had resulted in minor changes to the report, to address the material considerations and emerging policies which now had to be taken into account when making the decision.</p> <p>Representation was received from the applicant's agent Mr Bryan which included:</p> <p>Stating that every effort had been made by his clients solicitor to facilitate the completion of the Section 106 within the timeline, Mr Bryan advised members that they had been notified on the 25th July 2018 that Lincolnshire Legal Services would not commence works without an undertaking to pay their legal fees. The undertaking was confirmed by the applicants' solicitor on the 7th August 2018, but a draft section 106 agreement was not received until the 28th September 2018: the section 106 being approved and finally completed on the 19th November 2018. Members were advised that from the time the draft 106 had been received, it was completed within the three month timeline. However, in the first instance it had taken almost the same amount of time to receive the draft from Legal Services of Lincolnshire.</p> <p>In light of the SELLP gaining momentum it was recognised that there could be concerns that granting this application could set a precedent for other applications. However, the scheme incorporated a large area of dedicated car parking for the neighbouring school which was fully endorsed by the Head Teacher and directly provided a significant community benefit, which was unique to the application. Committee were asked to view the application in isolation. The proposal would provide good quality and sustainable homes and blend in well and benefit the area, and the applicant was confident that any technical issues raised could be readily resolved at the detailed design stage, prior to an application for a full planning permission. Mr Bryan concluded by stating that had the work undertaken by</p>

Lincolnshire Legal Services had been carried out in a timely fashion, there would have been no need for the application to return to committee and he hoped committee recognised that situation was outside the applicant's control.

It was moved by Councillor Jonathan Noble and seconded by Councillor Paul Skinner that the committee approve planning permission, in line with officer recommendation and subject to the conditions and reasons therein.

Vote: In Favour: 12. Against: 0. Abstention: 0

RESOLVED: That the application be approved in line with officer recommendation subject to the following conditions and reasons:

1. No development shall commence until details of the appearance, landscaping, and scale of the development (hereafter referred to as the 'reserved matters') have been submitted to and approved by the local planning authority.

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004. This is an outline application only and such details must be approved before development commences, and to accord with the objectives of Boston Borough Local Plan 1999 Policies G1 and H3 and with the intentions of the NPPF (2018).

2. Application for approval of Reserved Matters shall be made to the local planning authority not later than the expiration of three years from the date of this permission.

Reason: Required to be imposed pursuant to Section 92 of the Town and Country Planning Act 1990.

3. The development hereby permitted shall be begun before the expiration of two years from the date of approval of the last of the reserved matters to be approved.

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

4. The development hereby permitted shall be carried out in accordance with the application forms, the submitted Design and Access Statement and the following plans:

- Ref: 'Site Location Plan' (1/6)
- Ref: B/3129-201 'Proposed Site Plan' (3/6)

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with Boston Borough Local Plan 1999 Policy G1.

5. Notwithstanding the details submitted within the supporting information the development shall include the following flood mitigation measures:

- Finished floor levels shall be set no lower than 3.2m above Ordnance Datum (AOD)
- Appropriate flood resistance and resilience measures shall be incorporated to no lower than 3.5m AOD

The mitigation measures shall be fully implemented prior to occupation and subsequently remain in place.

Reason: To reduce the risk of flooding to the proposed development and future occupiers in accordance with the intentions of the National Planning Policy Framework,

6. Before each dwelling is occupied the roads and/or footways providing access to that dwelling, for the whole of its frontage, from an existing public highway, shall be constructed to a specification to enable them to be adopted as Highways Maintainable at the Public Expense, less the carriageway and footway surface courses.

The carriageway and footway surface courses shall be completed within three months from the date upon which the erection is commenced of the penultimate dwelling.

Reason: To ensure safe access to the site and each dwelling/building in the interests of residential amenity, convenience and safety and to accord with Boston Borough Local Plan 1999 Policies G1, G6 and H3.

7. No dwellings shall be commenced before the first 60 metres of estate road from its junction with the public highway, including visibility splays, as shown on drawing number B/3129-201 dated 19 October 2017 has been completed.

Reason: In the interests of safety of the users of the public highway and the safety of the users of the site and to enable calling vehicles to wait clear of the carriageway of Old Main Road and to accord with Boston Borough Local Plan 1999 Policies G1, G6 and H3.

8. Before any dwelling is commenced, all of that part of the estate road and associated footways that forms the junction with the main road and which will be constructed within the limits of the existing highway, shall be laid out and constructed to finished surface levels in accordance with details to be submitted and approved by the local planning authority.

Reason: In the interests of safety of the users of the public highway and the safety of the users of the site and to accord with Boston Borough Local Plan 1999 Policies G1, G6 and H3.

9. No development shall take place until a surface water drainage scheme for the site, based on sustainable drainage principles and an assessment of the hydrological and hydrogeological context of the development, has been submitted to and approved in writing by the local planning authority. The scheme shall:

(a) Provide details of how run-off will be safely conveyed and attenuated during storms up to and including the 1 in 100 year critical storm event,

with an allowance for climate change, from all hard surfaced areas within the development into the existing local drainage infrastructure and watercourse system without exceeding the run-off rate for the undeveloped site;

(b) Provide attenuation details and discharge rates which, unless agreed otherwise by the surface water receiving body, shall be restricted to 1.4 litres per second per hectare;

(c) Provide details of the timetable for and any phasing of implementation for the drainage scheme; and

(d) Provide details of how the scheme shall be maintained and managed over the lifetime of the development which shall include the arrangements for adoption by any public authority or statutory undertaker and any other arrangements to secure the operation of the scheme throughout its lifetime.

The development shall be carried out in accordance with the approved drainage scheme and no dwelling shall be occupied until the approved scheme has been completed or provided on the site in accordance with the approved phasing. The approved scheme shall be retained and maintained in full in accordance with the approved details.

Reason: In accordance with the details of the application and to ensure for the satisfactory, sustainable drainage of the site, to ensure that surface water run-off from the development will not adversely affect, by reason of flooding, the safety amenity and convenience of the residents of this site and vicinity and to accord with Adopted Local Plan Policies G1 and G6. This is a pre-commencement condition as the drainage strategy is a fundamental part of the layout and the details need to be agreed prior to any form of development taking place.

10. All landscape works shall be carried out in accordance with the approved details within 6 months of the date of the first occupation of the first dwelling. Any trees, plants, grassed areas which within a period of 5 years from the date of planting die, are removed or become seriously damaged or diseased shall be replaced in the first available planting season with others of similar size species or quality.

Reason: In the interests of visual amenity and in accordance with Section 197 of the 1990 Act which requires local planning authorities to ensure, where appropriate, adequate provision is made for the preservation or planting of trees, and to ensure that the approved scheme is implemented satisfactorily. The condition accords with Boston Borough Local Plan 1999 Policy G1.

11. A landscape management plan including management responsibilities and maintenance schedules of the public open space and school car parking area shall be submitted to and approved by the local planning authority before the occupation of any dwelling. The landscape management plan shall be carried out as approved thereafter.

	<p>Reason: To ensure the long term maintenance of the public open space and school car parking area in the interests of the amenity of residents and to accord with the objectives of Boston Borough Local Plan 1999 Policy H4</p> <p>12. Prior to the commencement of the development hereby permitted, a Construction Management Plan shall be submitted to the local planning authority for approval. The Construction Management Plan will prescribe where site accommodation and welfare facilities will be placed, where site vehicles and the vehicles of site personnel will be parked and where materials will be delivered and stored within the site. Construction of the permitted development shall be undertaken in accordance with the approved Construction Management Plan.</p> <p>Reason: In the interests of the safety and free passage of the public and to accord with the objectives of Boston Borough Local Plan 1999 Policies G1 and G6.</p> <p>13. The development shall proceed fully in accordance with the mitigation measures proposed within the submitted Ecology and Protected Species Survey prepared by Scarborough Nixon Associates.</p> <p>Reason: To ensure that protected species and their habitats are protected and to provide enhancements to provide biodiversity in accordance with Boston Borough Local Plan 1999 Policy G2.</p> <p>14. The development hereby permitted shall incorporate a parking area for a minimum of 27 vehicles for Old Leake Primary and Nursery School.</p> <p>Reason: In the interests of highway safety and to improve the character of the area in accordance with Policy G1 of Boston Borough Local Plan 1999 and the National Planning Policy Framework.</p> <p>In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework (2018) in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.</p>
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Item ID	4014
Item Title	PLANNING APPLICATION B 18 0428
Summary	<p>Conversion of garage and pigeon loft to form annexe accommodation including single storey rear extension following demolition of stock loft.</p> <p>7 Church Green Road, Fishtoft, Boston, PE21 0QG</p> <p>Mr Derek Thompson</p> <p>The Growth Manager presented the report to the committee and confirmed that the site plan in the pack issued had been incorrect and a correct plan had been provided for reference. Furthermore the Growth Manager confirmed that the reason the application was tabled was that the applicant was related to an officer of the Council.</p>

No representation was received in respect of this item.

It was moved by Councillor Paul Skinner and seconded by Councillor Jonathan Noble that the committee grant the application in line with officer recommendation subject to the conditions and reasons therein.

Vote: In Favour: 12. Against: 0. Abstention: 0

RESOLVED: That the application be granted in line with officer recommendation subject to the completion of the Section 106 Planning Obligation, the following conditions and reasons and the informative:

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

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans;

- Site Location Plan 1:1250
- Proposed Elevations and Layout

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with Adopted Local Plan Policy G1.

3. The annexe hereby permitted shall not be occupied at any time other than for purposes ancillary to the residential use of the dwelling referred to as '7 Church Green Road' as identified on the submitted plans.

Reason: The annexe would constitute sub-standard living accommodation if separately occupied as a dwelling to the host dwelling by virtue of its outlook and privacy which could not be safeguarded for two dwellings which would undermine amenity. This condition is in accordance with Boston Borough Local Plan 1999 Policies G1 and C01.

4. The development permitted by this planning permission shall be carried out in accordance with the approved Flood Risk Assessment (FRA) Flood Risk Assessment, Version 1, October 2018, including the following mitigation measures detailed within the FRA:

- Finished floor levels set at a minimum of 500mm above existing Ground levels (2.8m ODN)
- Flood resistant construction techniques, a minimum of 300mm above predicted flood depth

The mitigation measures shall be fully implemented prior to occupation and subsequently remain in place.

Reason: To reduce the risk of flooding to the proposed development and future occupants and to accord with the objectives of Boston Borough Local Plan 1999 Policy H3 and National Planning Policy Framework 2018.

5. No windows, doors or other openings shall be inserted into the accommodation at first floor other than those shown on the 'proposed elevations and layout'.

Reason: In the interests of the amenity of adjoining occupiers in accordance with Policy G1 of the Boston Borough Local Plan 1999 and National Planning Policy Framework 2018.

Informative

You are advised to contact Witham Fourth Internal Drainage Board if there is any change to the surface water or treated water disposal arrangement stated in the application.

In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework (2018) in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.

It is recorded that Councillor Brian Rush absented from the meeting at this point in the proceedings.

Item ID	4015
Item Title	PLANNING APPLICATION B 18 0413
Summary	<p>Application for approval of reserved matters (matters including appearance, layout and scale) for the construction of hotel (Class C1), public house/restaurant (Class A4) and drive-thru restaurant (mixed use comprising class A1 and class A3) plus associated car parks and internal roadway</p> <p>Plots C and D, land adjacent to A16, Boston</p> <p>Mr Burney, Burney Estate Ltd</p> <p>The Growth Manager presented the report confirming there were no updates to the report tabled.</p> <p>No representation was received in respect of this item.</p> <p>It was moved by Councillor Jonathan Noble and seconded by Councillor Paul Skinner that the committee grant the reserved matters application in line with officer recommendation subject to the conditions and reasons therein.</p> <p>Vote: In Favour: 11. Against: 0. Abstention: 0</p>

RESOLVED: That the application be granted in line with officer recommendation subject to the following conditions and reasons:

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

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:

- Location plan ref 3606_PL101
- Proposed site plan plots C and D ref 3606_PL102A
- Proposed floor plan -drive thru restaurant ref 3606_PL103
- Proposed elevation- drive thru restaurant ref 3606_PL104
- Proposed floor plan – pub restaurant ref 3606_PL105
- Proposed elevation- pub restaurant ref 3606_PL106
- Proposed floor plan – Travel Lodge ref 3606_PL107B
- Proposed elevation –Travel Lodge ref 3606_PL108B

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with Adopted Local Plan Policy G1.

3. No development shall take place above ground level until details are Submitted to and approved in writing by the Local Planning Authority that shows the provision of electrical charging points within the application site. The electric charging points as may be approved shall be installed in accordance with timescales to be approved in writing and shall be retained thereafter.

Reason: To ensure the satisfactory provision of electric charging points within the site and to accord with the objectives of sustainable development as contained within the National Planning Policy Framework (2018).

4. No development shall take place above ground level until full details of hard and soft landscaping works have been submitted to and approved in writing by the Local Planning Authority. These works shall be carried out entirely in accordance with the approved details. The scheme shall include

- a) boundary treatment
- b) hard surface materials
- c) planting schedules (species, sizes densities)
- d) existing trees to be retained/removed

Reason: In the interests of visual amenity and in accordance with Section 197 of the 1990 Act which requires Local Planning Authorities to ensure, where appropriate, adequate provision is made for the preservation or planting of trees, and to ensure that the approved scheme is implemented satisfactorily. The condition accords with Boston Borough Local Plan 1999 Policy G1.

- 5 All landscape works shall be carried out in accordance with the approved details within 6 months of the date of the first occupation of any building or completion of development whichever is the sooner. Any trees, plants, grassed areas which within a period of 5 years from the date of planting die, are removed or become seriously damaged or diseased shall be replaced in the first available planting season with others of similar size species or quality.
- Reason:** In the interests of visual amenity and in accordance with Section 197 of the 1990 Act which requires Local Planning Authorities to ensure, where appropriate, adequate provision is made for the preservation or planting of trees, and to ensure that the approved scheme is implemented satisfactorily. This condition accords with Policy G1 of the Boston Borough Local Plan 1999.
6. The development shall be carried out in accordance with the approved Flood Risk Assessment (FRA) dated October 2018, ref. 2150/RE/08-18/01 Revision B, including the following mitigation measures set out within the FRA:
- Finished floor levels of the plot D Travelodge to be set no lower than 4.10m AOD
 - Finished floor levels of the plot C pub/restaurant to be set no lower than 4.00m AOD
 - A flood warning and evacuation strategy to be implemented
- Reason** To reduce the risk and impact of flooding to the development and future users and to accord with the objectives of the National Planning Policy Framework (2018).
7. Before the drive thru restaurant is opened to the public, details of the proposed odour extraction system shall be submitted to and approved in writing by the Local Planning Authority. The approved works shall be carried out before the drive thru restaurant is open to the public and shall be retained in that form thereafter.
- Reason:** In the interests of residential amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.
- 8 Before the public house/restaurant is opened to the public, details of the proposed odour extraction system shall be submitted to and approved in writing by the Local Planning Authority. The approved works shall be carried out before the public house/restaurant is open to the public and shall be retained in that form thereafter.
- Reason:** In the interests of residential amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.
- 9 Before any of the buildings hereby approved are erected above ground level, the details of the proposed external materials to be used for each respective building shall be submitted to and approved in writing by the Local Planning Authority. The works shall be carried out as approved.
- Reason:** No such details have been submitted, in the interests of amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.

	<p>10 Before any development is carried out above ground level, details of the proposed external lighting for each of the proposed car parking areas shall be submitted to and approved in writing by the Local Planning Authority. The works shall be carried out before each of the car parks are brought into use and retained as approved.</p> <p>Reason: No such details have been submitted, in the interests of amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.</p> <p>11 The premises hereby approved shall be open to the public only during the following hours:</p> <ul style="list-style-type: none"> • Drive thru restaurant- 5am – 11pm Mondays to Sundays • Public House/restaurant- 6am to 11pm Mondays to Sundays <p>Reason: In the interests of residential amenity and to accord with the objectives of Boston Borough Local Plan 1999 Policy G1.</p> <p>In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework (2018) in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.</p> <p style="text-align: center;">It is recorded that Councillor Brian Rush re-joined the meeting at this part in the proceedings.</p>
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Item ID	4016
Item Title	PLANNING APPLICATION B 18 0434
Summary	<p>Outline application with all matters reserved (access, appearance, landscaping, layout and scale) for up to 9 residential dwellings</p> <p>Land at Puttock Gate, Fosdyke, Boston</p> <p>Mr A Mowton</p> <p>The Growth Manager presented the report confirming there were no updates to the report tabled.</p> <p>Representation was received from the applicant’s agent Mr Finch which included:</p> <p>Fosdyke had been considered in the emerging local plan as unsuitable for allocation of development, despite its proximity to the A17. Yet in the previous 12 months approvals had been granted for schemes on the periphery of the village and the application under consideration was adjacent to, and opposite to, the settlement boundary as proposed in the emerging plan. The character of Fosdyke was ribbon development with only one housing estate in the village on Snaith Road. The roads radiating from the old main road into open countryside to the north and east were rural and narrow in character and acted as a natural constraint to the</p>

development. The application site was located along the north side of Puttock Gate close to the junction with the old main road and had established housing along the southern side. There was a satisfactory width to permit passing of vehicles and a footpath and street lighting. Puttock Gate did narrow as it left the built up area beyond the application site leading to the nearby sports field and social club. The application was a logical opportunity to enhance and maintain the vitality of the village with the indicative layout demonstrated that the site could be satisfactorily developed to present a quality scheme with a variety of housing and good separation: it would not cause substantial harm to residential amenity of neighbouring properties. The single objection lodged could be dealt with at reserved matters stage. The Parish Council had no objection subject to one concern in respect of the open drain to the site frontage. Pairing of driveways allowed a pull-in area for delivery vehicles and retention of the verge and drain would avoid an urban engineered frontage. It further set the development back into the site with the front boundaries being defined with native hedgerows and tree planting reflecting a rural character. Each plot had ample parking and turning areas. Members were referred to paragraph 7.18 of the report which stated that the application was considered not be contrary to policies G1 and H3 but under paragraph 10.1 it stated the application did not satisfy G1 which was carried over into the signal for refusal.

It was moved by Councillor Yvonne Stevens that the application be granted contrary to officer recommendation but the motion was not seconded.

It was moved by Councillor Jonathan Noble and seconded by Councillor Brian Rush that the committee refuse the application in line with officer recommendation for the reasons therein and to also include the reason for refusal to include policy H3.

Vote: In Favour: 11. Against: 1. Abstention: 0

RESOLVED: That the application be refused in line with officer recommendation for the following reason:

- 1 The application site is located outside of the settlement boundary of Fosdyke as defined in the Boston Borough Local Plan 1999 and within an area defined as 'countryside'. This development will extend the built up area of the village creating an awkward and alien encroachment within this flat, rural landscape. The development would also consolidate the surrounding urban environment with the existing residential development to the south and the resultant effect would substantially erode the character and appearance of the countryside and open rural landscape. This scheme will therefore promote an unsustainable pattern of development in this area and any benefits the development may provide relating to the supply of housing in the area and local economic benefits would be significantly and demonstrably outweighed by its adverse effects. The application is therefore contrary to the objectives of Local Plan Policies C01, H3 and G2, Policy 1 of the emerging South East Lincolnshire Local Plan and the environmental dimension of sustainable development

	<p>as contained within the National Planning Policy Framework (2018). Refused drawing numbers Location plan ref PUT01/pl 001</p> <p>In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework (2018) in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.</p> <p>It is recorded that Councillors Peter Bedford and Stephen Woodliffe absented from the meeting at this point in the proceedings.</p>
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Item ID	4017
Item Title	PLANNING APPLICATION B 18 0012
Summary	<p>Outline application with some matters reserved (scale, appearance and landscaping) for proposed residential development of up to 83 no. dwellings</p> <p>Land to the East of White House Lane, Fishtoft, Boston, PE21 0BH</p> <p>Messr John T & Peter R Woods</p> <p>The Growth Manager presented the report confirming that it had been presented to committee in July and had been re-presented to committee due to the completion of the legal agreement. Since the time of the initial submission the NPPF had been updated along with the SELLP which now required significant weight being given in respect of policies. The site had been identified within the SELLP for housing. The only update within the report was under section 5 to take account of the significant weight now given to policy 1. At the initial submission, committee had resolved to approve the development and members were advised that unless the committee concurred that there was a change in the material planning considerations, which would warrant a different resolution, permission should be granted as previously.</p> <p>The Growth Manager then confirmed that she had received a signed copy of the agreement and the decision would be issued once all final stages had been addressed.</p> <p>No representation was received in respect of this item.</p> <p>It was moved by Councillor Paul Skinner and seconded by Councillor James Edwards that the committee grant the application in line with officer recommendation subject to the proviso of the signing of the 106 agreement and subject to the conditions and reasons therein:</p> <p>Vote: In Favour: 8. Against: 1. Abstention: 1</p> <p>RESOLVED: That the application be granted in line with officer recommendation subject to the signing of the 1 agreement and subject to the following conditions and reasons:</p>

1. No development shall commence until details of the appearance, landscaping and scale of the development (hereafter referred to as reserved matters) have been submitted to and approved in writing by the Local Planning Authority.

Reason: This is an outline application only and such details must be approved before development commences in order to comply with the objectives of Boston Borough Local Plan 1999 policies G1 and H3, and required to be imposed pursuant to Section 92 of the Town and Country Planning Act 1990.

2. Application for approval of the reserved matters shall be made to the Local Planning Authority not later than the expiration of 3 years from the date of this permission.

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

3. The development hereby permitted shall be begun before the expiration of 2 years from the date of approval of the last of the reserved matters to be approved.

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

4. The development hereby permitted shall be carried out in accordance with the following plans and details:

- Location Plan (2451-03) (1/3)
- Proposed Site Layout (2451-04 Revision B) (2B/3)

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with Boston Borough Local Plan 1999, Policy G1.

5. The development permitted by this planning permission shall only be carried out in accordance with the approved Flood Risk Assessment (FRA), undertaken by Unda Consulting Limited 'Flood Risk Assessment and Surface Water Drainage Strategy for Planning, Reference 87534, dated March 2018, and the following mitigation measures detailed in the FRA:

Either

- No living accommodation located on the ground floor, which shall be restricted to garage, WC and utility room only.

Or

- Finished floor level of the dwellings set no lower than 3.2m AOD
- Flood resilient and resistant construction techniques incorporated up to a height of 300mm above predicted flood level; and
- Demountable defences provided to a height of 600mm above finished floor level to cover all external ground floor doors.

Each of the dwellings must be a minimum of 2 storeys. The mitigation measures shall be implemented prior to occupation and shall subsequently remain in place.

Reason: To reduce the risk of flooding to the proposed development and future occupants in accordance with the National Planning Policy Framework 2018.

6. Prior to the commencement of the development hereby permitted, a Construction Environmental Management Plan (CEMP) shall be submitted to and approved in writing by the Local Planning Authority. Development shall then be carried out in accordance with the approved CEMP. The CEMP shall include (though not be restricted to) the following details:
- a) a traffic management plan incorporating the routing of construction traffic and details of heavy vehicle movement patterns (including the earliest and latest times, and the suspension of trips during peak traffic times)
 - b) measures to minimise and control noise, vibration, dust, dirt and fumes during the development period
 - c) details of onsite parking facilities for both visiting construction vehicles and deliveries and workers on the site
 - d) the loading and unloading arrangements for heavy plant and machinery and materials
 - e) the location of storage of plant and materials used in constructing the development
 - f) measures to avoid disturbance to nesting birds and other wildlife
 - g) measures to prevent mud being deposited on the surrounding highway
 - h) the erection and maintenance of security hoarding including decorative displays and facilities for public viewing, where appropriate
 - i) a programme for the implementation of all of the above items.

Reason: To minimise the impact of the development during the construction period, and to accord with Policy G1 of the Boston Borough Local Plan 1999.

7. A scheme for the provision of electric vehicle recharge points at a minimum rate of one per dwelling shall be installed and operational prior to the occupation of the dwellings and shall be retained thereafter for that purpose.

Reason: In compliance with the National Planning Policy Framework 2018.

8. A detailed landscape plan/report shall be submitted to the Local Planning Authority for approval in writing showing:

- a minimum of 0.28 hectares of public open amenity space in accordance with the Planning Statement which demonstrates how it maximises its amenity value for future occupiers of the application site;

- proposed play equipment
- the proposed landscaping of the area; and
- Ecological enhancements.

The approved public open space shall be made available for use and ecological improvements provided, before 50% of the dwellings hereby permitted are first occupied. The public open space shall not at any time be incorporated within the curtilage of a dwelling and shall be retained for its permitted use thereafter. The development shall be carried out in accordance with the approved details.

Reason: To provide an appropriate amount and satisfactory design of public open space and play provision within the development and to accord with the objectives of policy H4 of the Boston Local Plan 1999. To provide an acceptable layout and ecological enhancements for the swale to accord with the objectives of Policy G1 of the Boston Local Plan 1999 and National Planning Policy Framework.

9. The Reserved Matters application shall include details of the provision of a 1.8 metre wide footway, together with suitable means of collection, conveyance and disposal of highway surface water run-off, along the entire White House Lane frontage of the application site.

Reason: To ensure the provision of safe and suitable means of pedestrian access to the development hereby permitted and to ensure the highway surface water run-off that presently infiltrates into the highway verge, is suitably managed once the development is constructed in accordance with the National Planning Policy Framework 2018 and Policy G3 of Boston Borough Local Plan 1999.

10. Before any dwelling is commenced, all of that part of the estate road and associated footways that forms the junction with the main road and which will be constructed within the limits of the existing highway, shall be laid out and constructed to finished surface levels in accordance with details which shall be submitted to and in writing by the Local Planning Authority.

Reason: In the interests of safety of users of the public highway and the safety of users of the site in accordance with the National Planning Policy Framework 2018 and Policy T1 of the Boston Borough Local Plan 1999.

11. No development shall take place until a surface water drainage scheme for the site, based on sustainable drainage principles, and an assessment of the hydrological and hydrogeological context of the site, has been submitted to and approved in writing by the Local Planning Authority. The scheme shall:

- a) Provide details of how run-off will be safely conveyed and attenuated during storms up to an including the 1 in 100 year critical storm event, with an allowance for climate change, from

all hard surfaced areas within the development into the existing local drainage infrastructure and watercourse systems without exceeding the run-off rate for the undeveloped site;

- b) Provide attenuation details and discharge rate which unless agreed otherwise with the surface water receiving body shall be restricted to 1.4 litres per second per hectare;
- c) Provide details of the timetable for any phasing of implementation for the drainage scheme; and
- d) Provide details of how the scheme shall be maintained and managed over the lifetime of the development, including any arrangements for adoption by any public body or Statutory Undertaker and any other arrangements required to secure the operation of the drainage system through its lifetime.

The development shall be carried out in accordance with the approved drainage scheme and no dwelling shall be occupied until the approved scheme has been completed or provided on the site in accordance with the approved phasing.

Reason: To ensure that residents of the development permitted, neighbouring properties and neighbouring land are not adversely affected, by reason of flooding, by the construction of the development in accordance with Policies G1 and G6 of the Boston Borough Local Plan 1999.

12. No more than 83 dwellings shall be erected on this site.

Reason: To define the permission and to accord with Boston Borough Local Plan 1999, Policy G1.

13. Before each dwelling is occupied the roads and/or footways providing access to that dwelling, for the whole of its frontage, from an existing public highway, shall be constructed to a specification to enable them to be adopted as Highways Maintainable at the Public Expense, less the carriageway and footway surface courses.

The carriageway and footway surface courses shall be completed within three months from the date upon which the erection is commenced of the penultimate dwelling.

Reason: To ensure safe access to the site and each dwelling in the interests of residential amenity, convenience and safety and to accord with Boston Borough Local Plan 1999, Policy G6.

14. No dwellings shall be commenced before the first 60 metres of the estate road from its junction with the public highway, including visibility splays as shown on drawing number 2451-04 revision B been completed.

Reason: In the interests of safety of the users of the public highway

and residents of the permitted development and to enable construction and material delivery vehicles and the vehicles of construction personnel to wait clear of the carriageway of White House Lane in accordance with Policy G6 of the Boston Borough Local Plan 1999.

15. If, during development, contamination not previously considered is identified, then the LPA shall be notified immediately and no further work shall be carried out until a method statement stating a scheme for dealing with the suspect contamination has been submitted to and agreed in writing with the LPA.

Reason: To ensure all contamination within the site is dealt with and to accord with Boston Borough Local Plan 1999 saved Policy G1.

In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Framework (2018) in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the borough.

INFORMATIVES:

1. Please refer to 'Improving Flood Performance of New Buildings – Flood Resilient Construction' (DCLG, 2007) for information on flood resilience and resistance techniques.
2. Anglian Water has assets close to or crossing this site or there are assets subject to an adoption agreement. Therefore the site layout should take this into account and accommodate those assets within either prospectively adoptable highways or public open space. If this is not practicable then the sewers will need to be diverted at the developers cost under Section 185 of the Water Industry Act 1991, or, in the case of apparatus under an adoption agreement, liaise with the owners of the apparatus. It should be noted that the diversion works should normally be completed before development can commence.

It is recorded that Councillors Stephen Woodliffe re-joined the meeting at this part in the proceedings and that Councillors Brian Rush and Claire Rylott absented from the meeting.

Item ID	4018
Item Title	PLANNING APPLICATION B 18 0468
Summary	<p>Application for prior approval for the erection of a cold store</p> <p>Windy Ridge, Kirton Holme, Boston, Lincolnshire, PE20 1TW</p> <p>Mr Mark Nundy</p> <p>The Senior Planning Officer presented the report and confirmed that it was presented as the applicant was related to an officer of the Council.</p>

	<p>Members were advised that two objections had been received following issue of the agenda, one from a dwelling called Monash and one from a dwelling called Montana. Concerns noted increase in heavy goods vehicles accessing the site adding to localised pollution, increased noise levels and additional loss of visual amenity.</p> <p>No representation was received in respect of this item.</p> <p>It was moved by Councillor James Edwards and seconded by Councillor that committee agree the officer recommendation for the reasons provided therein.</p> <p>Vote: In Favour: 9. Against: 0. Abstention: 0</p> <p>RESOLVED: That the application be granted in line with officer recommendation subject to the following conditions and reasons</p> <p>That the Planning Committee resolve that they are minded to determine that ‘prior approval is not required’ for the proposed agricultural building subject to no further objections are received as a result of publicity of this application which would warrant re-consideration of this application or require prior approval to be required.</p> <p>Following Committee’s determination, in view of the comments received from the adjoining neighbours at Montana and Monash, it was determined to issue the decision as prior approval required and given. This ensures that the siting in particular, is controlled for this development, this ensuring the building is sited as shown on the plans and away from the bungalows.</p>
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Item ID	4019
Item Title	LEGISLATIVE UPDATE REPORT
Summary	<p><i>(it is recorded that this report was tabled prior to committee adjourning at 1245 hours with all members in attendance.)</i></p> <p>The Growth Manager presented the report to committee advising she felt it would be useful to committee to table reports on relevant items, in order to assist in both development and decision making.</p> <p>Committee noted the reporting, discussed the content and agreed similar reporting would be welcomed.</p>

Item ID	4020
Item Title	DELEGATED DECISION LIST
Summary	Committee noted the report.

PLANNING APPLICATION B/18/0456

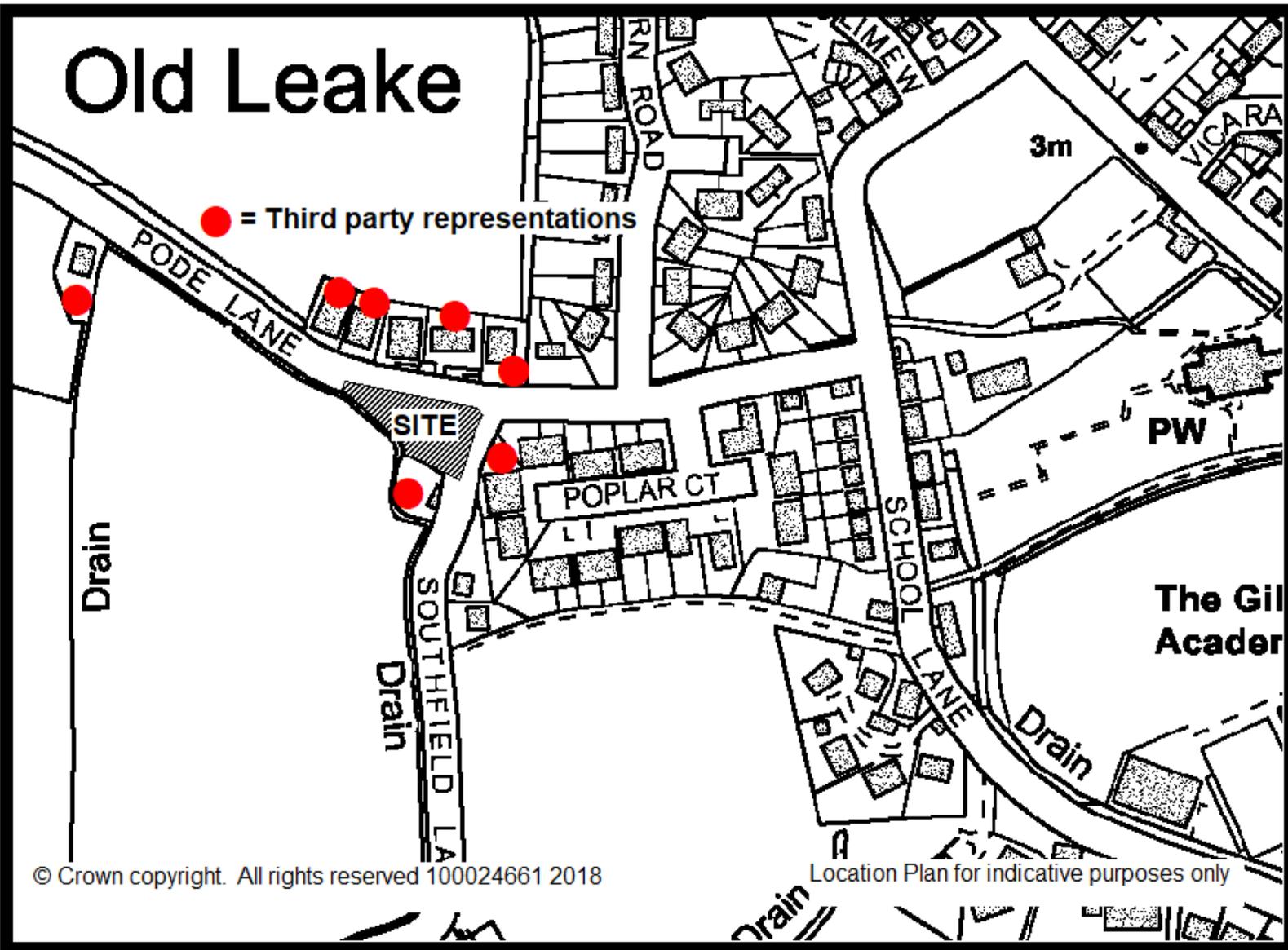
Outline application with all matters (layout, scale, appearance, access and landscaping) reserved for the construction of up to 5 dwellings

Blue Bungalow, Pode Lane, Old Leake, Boston,
Lincolnshire, PE22 9NB

Applicant:
Mrs Margaret Dickings

Old Leake

● = Third party representations



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Location Plan for indicative purposes only

BOSTON BOROUGH COUNCIL

Planning Committee – 15 January 2019

Reference No: B/18/0456

Expiry Date: 04-Jan-2019 (Extension of Time 19th January 2019)

Application Type: Outline Planning Permission
Proposal: Outline application with all matters (layout, scale, appearance, access and landscaping) reserved for the construction of up to 5 dwellings

Site: Blue Bungalow, Pode Lane, Old Leake, Boston, Lincolnshire, PE22 9NB

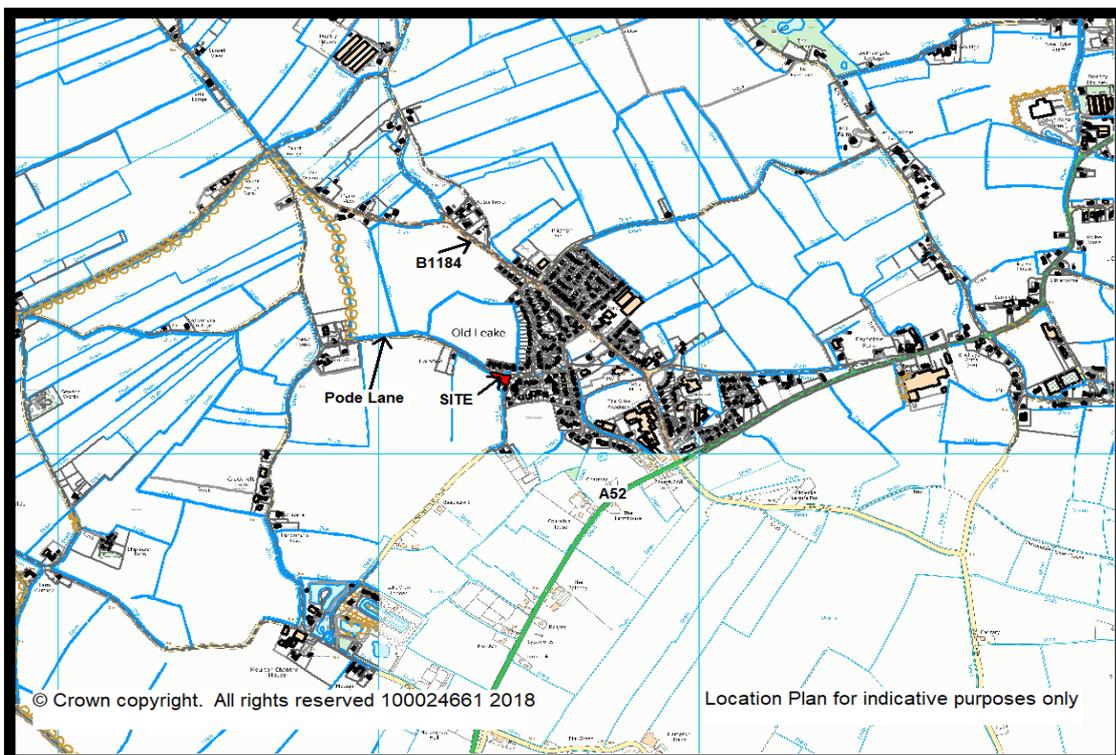
Applicant: Mrs Margaret Dickings
Agent: Mr Martin Stuart, Sensus Architecture Ltd
Ward: Old Leake and Wrangle
Parish: Old Leake Parish Council

Case Officer: Stuart Thomsett

Third Party Reps: Six

Link to Planning Record: [B/18/0456](#)

Recommendation: GRANT



1.0 Reason for Report

- 1.1 This application is presented to Planning Committee due to Councillor Pierpoint calling it in for the following reason:

“On the new proposed plans, I have visited the site.

If there is a suggestion to widen the road overall by 5 metres, with a two metre footpath, using land from the applicant, it doesn't leave much space for the proposed four car parking spaces on the end of the proposed new development - they will be almost on the path and road.

The road is very narrow, and just past that bungalow going out of the village it is a 60mph lane. When vehicles are coming towards the blue bungalow, they are still doing 60mph in a 30mph limit - on a slight bend too, which we have been tracking with the neighbours.

The four car parking spaces on the proposed development have no turning point, so they will have to either reverse out onto oncoming traffic or reverse in to the car parking spaces from the main road. The cars parked there will almost have to go onto the opposing neighbour's drive to get in and out of their spaces. Those 4 spaces will obstruct the opposing neighbour's view, and also create a massive headache and risk to their safety getting in and out of their drive too onto the road.

The overall scheme has eleven car parking spaces stated on the application, but again there is no turning point for the cars to get in and out.

If anyone visits the proposed new development they will inevitably have to park on the pavement outside or the road, which itself is not wide enough to allow two cars to pass, particularly lorries and tractors.

In the night, as there is no street lighting and a blind bend near the four car parking spaces, the pavement will be dark and not seen easily, and anyone coming round the blind bend could easily go up the kerb and possibly hit any pedestrians using that pavement.

Overall, the scheme is too big for the space that is available, and is too dangerous, taking into consideration the previous points in the application and those I have made above.’

2.0 Application Site and Proposal

- 2.1 The site is located on the south-west corner at the junction of Pode Lane and Southfield Lane. It is screened by a hedge approximately 2 metres high to the corner and a wall just over 1 metre high immediately to the front of the dwelling.
- 2.2 The site comprises a blue painted bungalow and garage block with garden which is currently a little overgrown. Surrounding the site are other dwellings, the majority of which are detached although to the east a number are semi-detached.

- 2.3 The proposal seeks outline consent with all matters reserved for up to 5 dwellings. In the event that outline permission and reserved matters are granted and the development is constructed, it will be necessary to demolish the existing bungalow and outbuildings. The submitted plans clearly show that the development as proposed would not be possible without the demolition of the existing buildings on site. Drawing no. 17044-002-02 shows the possible siting of the proposed dwellings (solid lines) and identifies the existing bungalow and garage/outbuilding (dotted lines) would be demolished as a result of this development. Indicative plans show 2 dwellings as semi-detached but appearing as 1 no. detached house (Plots 4&5), 2 dwellings as semi-detached (Plots 1&2) and 1 no. detached dwelling (Plot 3).
- 2.4 As all matters are reserved for later approval, it must be stressed that the submitted plans are purely indicative.

3.0 Relevant History

- 3.1 B/17/0533 Outline planning permission was sought for the construction of 6 no. dwellings on this site. Planning Committee refused the application for the following reasons: -

'The proposed development would compromise, by virtue of the potential number of dwellings, an overdevelopment of the site, resulting in a cramped appearance incompatible with the spacious character of the locality. The development would result in an incongruous addition to the edge of village location. The proposal would be contrary to Policies G1, G2 and H3(2) (in relation to density) of the Boston Borough Local Plan 1999 and paragraphs 122 and 127 of the National Planning Policy Framework 2018.'

- 3.2 No other relevant site history.

4.0 Relevant Policy

Boston Borough Adopted Local Plan

- 4.1 The Development Plan consists of the saved policies of the Boston Borough Local Plan (adopted 1999). Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that determination must be made in accordance with the plan unless material considerations indicate otherwise.
- 4.2 This site is on the edge of the village, within the settlement boundary and forms the dwelling and residential curtilage of Blue Bungalow.
- 4.3 The saved Local Plan Policies of relevance to this application are as follows:
- G1 – Amenity
 - G2 – Wildlife and Landscape Resources
 - G3 – Surface and Foul Water Disposal

- G4 – Safeguarding the Water Environment
- G6 – Vehicular and Pedestrian Access
- G8 - Air and soil resources
- H3 – Quality of housing development

National Planning Policy Framework (NPPF) (2018)

- 4.4 At the heart of the new framework is a presumption in favour of sustainable development. Achieving sustainable development means that the planning system has three overarching objectives, which are interdependent and should not be taken in isolation. As with the former NPPF, these overarching objectives are economic, social and environmental. The sustainability credentials of this development with regard to these three objectives are discussed in detail below.
- 4.5 Paragraph 9 of the Framework indicates that:
- ‘These objectives should be delivered through the preparation and implementation of plans and the application of the policies in this Framework; they are not criteria against which every decision can or should be judged. Planning policies and decisions should play an active role in guiding development towards sustainable solutions, but in doing so should take local circumstances into account, to reflect the character, needs and opportunities of each area’.
- 4.6 Paragraph 11 of the NPPF indicates that plans and decisions should apply to a presumption in favour of sustainable development. It adds that for decision making, this means
- c) approving development proposals that accord with an up-to-date development plan without delay; or
- d) where there are no relevant development plan policies, or the policies which are most important for determining the application are out-of-date, (this includes development proposals involving the provision of housing in situations where the Borough cannot demonstrate a 5 year supply of deliverable housing sites) granting permission unless:
- i. the application of policies in this Framework that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or
- ii. any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole.
- 4.7 The Council does not have a 5 year supply of housing and therefore policies relevant to the supply of housing are out of date. The tilted balance in paragraph 11 of the NPPF is therefore engaged and on this basis there is a presumption in favour of sustainable development which presumes in favour of the grant of permission unless harm significantly and demonstrably outweighs the benefits of the scheme.

4.8 With regard to rural housing, paragraphs 77 and 78 of the NPPF are relevant. Paragraph 77 indicates that in rural areas, planning policies and 'decisions should be responsive to local circumstances and support housing developments that reflect local needs'. Paragraph 78 states:

'To promote sustainable development in rural areas, housing should be located where it will enhance or maintain the vitality of rural communities. Planning policies should identify opportunities for villages to grow and thrive, especially where this will support local services. Where there are groups of smaller settlements, development in one village may support services in a village nearby'.

4.9 Section 9 of the NPPF relates to transport issues. Paragraph 103 states:

'The planning system should actively manage patterns of growth in support of these objectives. Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestion and emissions, and improve air quality and public health. However, opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making.'

4.10 Section 11 of the NPPF relates to making effective use of land through achieving appropriate densities. Paragraph 123 states:

'Where there is an existing or anticipated shortage of land for meeting identified housing needs, it is especially important that planning policies and decisions avoid homes being built at low densities, and ensure that developments make optimal use of the potential of each site. In these circumstances:

a) plans should contain policies to optimise the use of land in their area and meet as much of the identified need for housing as possible. This will be tested robustly at examination, and should include the use of minimum density standards for city and town centres and other locations that are well served by public transport. These standards should seek a significant uplift in the average density of residential development within these areas, unless it can be shown that there are strong reasons why this would be inappropriate;

b) the use of minimum density standards should also be considered for other parts of the plan area. It may be appropriate to set out a range of densities that reflect the accessibility and potential of different areas, rather than one broad density range; and

c) local planning authorities should refuse applications which they consider fail to make efficient use of land, taking into account the policies in this Framework. In this context, when considering applications for housing, authorities should take a flexible approach in applying policies or guidance relating to daylight and sunlight, where they would otherwise inhibit making efficient use of a site (as long as the resulting scheme would provide acceptable living standards).'

South East Lincolnshire Local Plan 2011-2036

4.11 The site is included within the village boundary within the South East Lincolnshire Local Plan (SELLP). Old Leake is identified within the SELLP as a 'minor service area' (Policy 1). As such this development would not conflict with the SELLP.

4.12 Paragraph 48 of the NPPF states:

Local planning authorities may give weight to relevant policies in emerging plans according to:

a) The stage of preparation of the emerging plan (the more advanced its preparation, the greater the weight that may be given);

b) The extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and

c) The degree of consistency of the relevant policies in the emerging plan to this Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given).

4.13 It is anticipated that the South East Lincolnshire Local Plan will likely be adopted early this year. Therefore the policies contained within this document are attracting increasing weight. Objections have not been received in relation to the settlement boundaries and therefore weight can be attributed to Policy 1 (Spatial Strategy) as set out within the Main Modifications.

5 Representations

5.1 As a result of publicity 6 no. representations have been received from:

- Tawnmeade, Pode Lane
- Cherry Tree, Pode Lane
- Pode Farm, Pode Lane
- Farmview, Pode Lane
- 7 Poplar Court, Pode Lane
- Southview, Pode Lane

5.2 The objections and comments can be summarised as follows:

- Too many houses and large number of applications approved recently in Old Leake
- No street lighting or pavement
- Urban development in existing rural area
- Occupiers would be reliant on car
- More traffic / road safety / narrow roads
- Footpath would make the road even more narrow
- Parking would occur on the lane and no room for turning within site
- More noise
- Flood risk area
- Open sewer other side of road
- Strain on sewerage system
- Impact on adjoining occupiers
- Dyke to the rear of the site

6 Consultations

- 6.1 Old Leake Parish Council wishes to object to this outline planning application as the proposed density is substantially higher for the size of the plot which would be harmful to the character of the area.
- 6.2 County Highways Authority has raised no objections subject to a condition.
- 6.3 Lead Local Flood Authority has raised no objections.
- 6.4 Witham Fourth District Internal Drainage Board provides comments regarding consent required from them.
- 6.5 The Waste Authority is unable to support the outline application as it needs to be satisfied that all dwellings will be provided with adequate space to store up to 3no. 240L wheeled bins and be able to present them on curtilage for collection.
- However, this matter could be considered at reserved matters stage.
- 6.6 Environmental Health wished to raise no objections.

7 Planning Issues and Discussions

- 7.1 The key planning issues in the determination of this application are:
- Principle of the development
 - Impact upon residential amenities and character of the area
 - Sustainability
 - Impact on highway safety
 - Flooding

Principle of development

- 7.2 The NPPF supports sustainable housing development in rural areas. Although the Framework does not refer to settlement boundaries it does seek to recognise the character of the countryside. Policy G2 of the Adopted Local Plan seeks to resist development which would have an adverse effect on the existing landscape and Policy G1 seeks development which does not harm the general character of the area because of its scale, density, layout or appearance. These aims are consistent with the Framework.
- 7.3 The site is identified as being within the settlement of Old Leake, within both the Adopted Plan and SELLP wherein subject to complying with Policy, there is no in principle objection to the proposal. The NPPF encourages housing in rural areas where it will maintain or enhance the vitality of rural communities, for example, where there are groups of smaller settlements, developments in one village may support services in a village nearby but it does not specifically support infill development within open countryside and in an unsustainable location.

Impact on residential amenity and character of the area

- 7.4 This application seeks outline planning permission for up to 5 dwellings with all matters reserved for later approval though an indicative plan has been submitted which shows how the site could be developed, including elevations. The site occupies 0.1217 hectares and comprises the dwelling and curtilage of Blue Bungalow. It is in a relatively rural location, towards the edge of the village. The site is not of high environmental value given it is not nationally or locally designated as a protected site of having any landscape value. The proposed development site would comprise 'infill' development due to its designation within the Local Plan and dwellings surrounding, to the north, east and south.
- 7.5 There are residential properties within the immediate vicinity of the site and the occupiers of these properties may be affected by the proposed development to some extent with particular regard to loss of privacy, overlooking and traffic generation, both pedestrian and vehicular. The indicative proposal shows that dwellings could be sited on the plot satisfactorily without causing harm to existing occupants such that planning permission should be withheld.
- 7.6 The proposed density would equate to approximately 40 dwellings per hectare (if 5 dwellings were constructed). The density of the immediate area is approximately 16 dwellings to the hectare and it can be seen from the indicative layout plan that the proposal would be much higher by virtue of the area of the application site compared to the number of dwellings indicatively shown and their curtilages compared to that of adjoining properties. With regards to the indicative layout, it is considered that 5 dwellings could be provided on the site subject to an appropriate layout and scale of development. However, the reserved matters application could be submitted, if outline permission is approved, for anywhere between 1 and 5 dwellings.
- 7.7 It is considered that, subject to a good quality housing scheme which may be submitted at reserved matters stage, with an appropriate number of dwellings taking account of the layout and scale of dwellings, this site could satisfactorily accommodate a sensitively designed residential development without causing substantial harm to residential amenity to the future or existing occupiers of this development as well as the character of the area.

Sustainability

- 7.8 The application site is on the edge of the village and is within relatively easy walking or cycling distance to the facilities and amenities which are available within the village. Although Old Leake does have a good level of services and facilities, the need for the future occupiers of the proposed dwellings on this site to travel outside of the settlement to access key services, employment and shops is a factor against this application. It is therefore likely that future occupiers would be highly dependent on the use of the motor vehicle to provide safe and convenient access day to day facilities within the nearby villages as well as Boston.

- 7.9 In economic terms, the proposal would provide employment at construction stage and may support local businesses and the local economy both during construction and when the dwellings are occupied. Although this application is for up to 6 dwellings and the impact on the local economy may not be significant, the development would meet the economic dimension of sustainable development.
- 7.10 The environmental dimension of the NPPF aims to protect and enhance the natural, built and historic environment and biodiversity. In environmental terms, the development would have limited impact as buildings exist on a large part of the site already. There may be some limited undermining of the visual amenity of some neighbours and local inhabitants. It is not considered that the development of this site would substantially erode the characteristics of the surrounding rural landscape or conflict with the objectives of Local Plan Policy C01. Indeed, any notable harm to the landscape may be mitigated by the use of landscaping in and around the site. It is considered that this development would meet the environmental thread of sustainability.
- 7.11 In social terms residential development of the site would make a minor contribution towards the supply of housing in the area which accords with paragraph 8 of the Framework and will provide some social benefit.
- 7.12 On balance, the proposal is considered acceptable in terms of its impact upon sustainability.

Impact on highway safety

- 7.13 This outline application does not include 'access' which is a matter reserved for later approval. Lincolnshire Highways has reviewed the proposal and advise that a 1.8 metre wide footway and vehicular access from Pode Lane and Southfields Lane. This is required in the interests of highway safety. Visibility splays (2.4 x 43 metres) are not required as access will be determined at a later stage. No concerns have been raised regarding the width of the highway in terms of this development.

Flooding and Surface Water

- 7.14 The site is within Flood Zone 3. The Environment Agency has advised the proposed development can be considered under South East Lincolnshire Flood Risk Standing Advice. The Flood Risk Assessment (FRA) identifies the site as falling with Flood Hazard 'Danger to most' with depth of flow 1.0 – 1.6m. In accordance with the standing advice, depths of 1-1.6m must have a minimum of 2 storeys, with finished floor levels set a minimum of 1m above existing ground level, flood resilient construction to a height 300mm above the predicted flood depth, and demountable defences to 600mm above finished floor levels.
- 7.15 The Lead Local Flood Authority has raised no objections.

Call-in Reasons

- 7.16 The application has been called-in for a number of reasons which predominantly refer to the highway adjacent to the site which is addressed at 7.13 above; and the manoeuvring of vehicles within the site which cannot be assessed on the basis of an indicative plan.

Summary

- 7.17 It is considered that this development will represent an acceptable infill to this part of the built up area, subject to appropriate numbers of dwellings, layout, scale, appearance, landscaping and access. The number and layout of dwellings that will be acceptable on this site will be considered and addressed at reserved matters stage.
- 7.18 Although the development would have some limited effect on residential amenity and will introduce additional housing in this semi-rural area, it is considered that the changes to the character of the area will not be substantial or cause demonstrable harm. It may also be argued that the impact on the surrounding countryside will only be local and will not represent a significant change to the character of the surrounding environment in the wider context.

8 Conclusion and addressing the previous reasons for refusal

- 8.1 Following the refusal of the previous outline application (B/17/0533) at September's Planning Committee, the proposed development was amended in an attempt to address the reasons for refusal. This scheme proposes a reduced number of (maximum) 5 dwellings which would result in a development that would reflect the character of the area and fully comply with policies contained within both the adopted Local Plan (1999) and the emerging SELLP as well as guidance contained within the NPPF (2018).
- 8.2 With regard to housing density, the nearby properties have been constructed at approximately 16 dwellings per hectare (dph) which is approximately 40% of the proposed development, which, if 5 dwellings are constructed would equate to 40 dph. However, it must be accepted that the character and size of Old Leake is completely different to the era when the existing dwellings were constructed in this area of Pode Lane. Land values were incomparable to those of today and the expectations of house and garden size were far in excess of today's standards. Paragraph 123 of the revised NPPF clearly states that:

'Where there is an existing or anticipated shortage of land for meeting identified housing needs, it is especially important that planning policies and decisions avoid homes being built at low densities, and ensure that developments make optimal use of the potential of each site. In these circumstances:

*plans should contain policies to optimise the use of land in their area and meet as much of the identified need for housing as possible. This will be tested robustly at examination, and should include the use of minimum density standards for city and town centres and other locations that are well served by public transport. These standards should seek a **significant uplift** (my emphasis) in the average density of residential development within these areas, unless it can be shown that there are strong reasons why this would be inappropriate.'*

- 8.3 It must be emphasised that this site is within the Old Leake settlement boundary within the adopted and draft local plans. Old Leake is a large village and one of the largest settlements in the Borough of Boston with a range of services and facilities that are well served by public transport.
- 8.4 It is considered that this application addresses the previous reasons for refusal and it is recommended that this application is approved it accords with policies contained within both the adopted Local Plan (1999) and the emerging SELLP as well as guidance contained within the NPPF (2018).

9 Recommendation

- 9.1 It is recommended that Committee GRANT Planning Permission subject to the following condition(s) and reason:-
1. No development shall commence until details of the layout, access, appearance, landscaping and scale of the development (hereafter referred to as the 'reserved matters') have been submitted to and approved by the Local Planning Authority.
Reason: This is an outline application only and such details must be approved before development commences in order to comply with the objectives of Boston Borough Local Plan 1999 Policies G1 and H3 and required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.
 2. Application for approval of reserved matters shall be made to the Local Planning Authority not later than the expiration of three years from the date of this permission.
Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.
 3. The development hereby permitted shall be begun before the expiration of two years from the date of approval of the last of the reserved matters to be approved.
Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.
 4. No development shall commence above slab level until a surface water strategy has been submitted to and approved in writing by the Local Planning Authority. No dwellings shall be occupied until the works have been carried out in accordance with the approved foul water strategy.
Reason: In the interests of satisfactory drainage and to accord with the objectives of Boston Borough Local Plan 1999 Policy G3.

5. Prior to the commencement of the development hereby permitted, a Construction Management Plan shall be submitted to the Local Planning Authority for approval in writing. The Construction Management Plan will prescribe how the construction of the site will be phased, where site accommodation and welfare facilities will be placed, hours of working, where site vehicles and the vehicles of site personnel will be parked and where materials will be delivered and stored within the site. Construction of the permitted development shall be undertaken in accordance with the approved Construction Management Plan.

Reason: In the interests of the safety and free passage of the public and to accord with the objectives of Boston Borough Local Plan 1999 Policies G1 and G6. This is a pre-commencement condition due to the fact that the management of plant, site equipment etc. needs to be agreed prior to the commencement of any development to ensure that neighbour's amenity and safety are respected

- 6 The dwellings hereby permitted must have:

- A minimum of 2 storeys;
- Finished floor levels set a minimum of 1m. above existing ground level;
- Flood rated doors or demountable defences are provided at a height of 600mm above finished floor level to cover all ground floors; and
- Flood resilient and resistant construction techniques used up to a height of 300mm above predicted flood level.

Reason: To reduce the risk and impact of flooding in accordance with the National Planning Policy Framework 2018.

7. Notwithstanding the provision of the Town and Country Planning (General Permitted Development) (England) Order 1995 (or any order revoking and re-enacting that Order with or without modification), no extensions to provide additional habitable/living accommodation shall be erected unless:

- Finished floor levels are set a minimum of 1m. above existing ground level;
- Flood rated doors or demountable defences are provided at a height of 600mm above finished floor level to cover the ground floor; and
- Flood resilient and resistant construction techniques are used up to a height of 300mm above predicted flood level.

Reason: To reduce the risk and impact of flooding in accordance with the National Planning Policy Framework 2018.

8. At reserved matters stage, an updated Flood Risk Assessment addressing any risk from flooding from surface water together with any necessary mitigation shall be submitted for approval. The approved details shall subsequently be implemented and retained.

Reason: To reduce the risk and impact of flooding in accordance with the National Planning Policy Framework 2018.

9. Notwithstanding the submitted plan (Drawing no. 17044-002-02), no development shall take place before a scheme has been submitted to and approved in writing by the Local Planning Authority for the construction of a 1.8 metre wide footway including kerbing, lighting and ancillary works, together with arrangements for the disposal of surface water run-off from the highway at the frontage of the site. The approved works shall be fully implemented before any dwelling is first occupied.

Reason: To ensure safe access to the site and each dwelling in the interests of residential amenity, convenience and safety in accordance with the National Planning Policy Framework 2018.

In determining this application the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework 2018 in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.

Informative

1. The applicant is advised to refer to the following document for information on flood resilience and resistance techniques to be included: 'Improving Flood Performance of New Buildings - Flood Resilient Construction' (DCLG 2007).

Lisa Hughes
Growth Manager

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PLANNING APPLICATION B/18/0503

Application for the approval of reserved matters (access, appearance, landscaping, layout and scale) following outline approval B/17/0093, for the erection of detached two storey dwelling

Land adjacent to 122 West End Road,
Wyberton, Boston, PE21 7LP

Applicant:
Mr Steve Johnston



BOSTON BOROUGH COUNCIL

Planning Committee – 15 January 2019

Reference No: B/18/0503

Expiry Date: 01-Feb-2019

Application Type: Approval of Reserved Matters
Proposal: Application for the approval of reserved matters (access, appearance, landscaping, layout and scale) following outline approval B/17/0093, for the erection of detached two storey dwelling

Site: Land adjacent to 122 West End Road, Wyberton, Boston, PE21 7LP

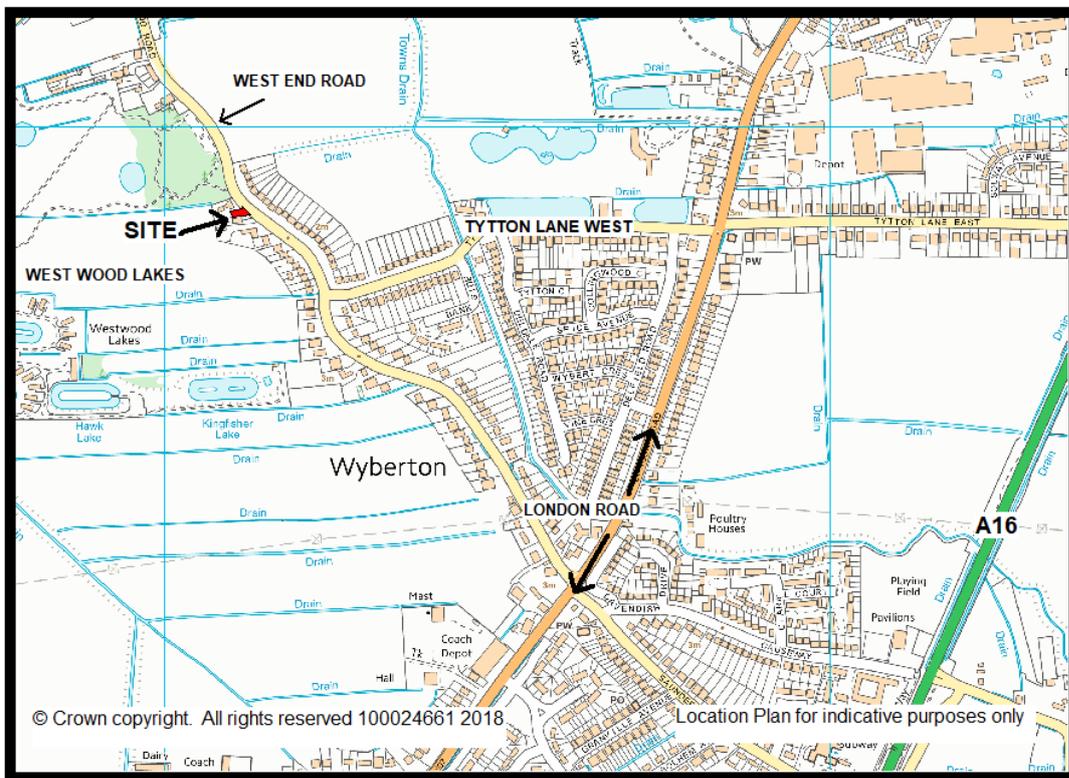
Applicant: Mr Steve Johnston
Agent: Mr Simon Robinson, Studio 21 Design Ltd
Ward: Wyberton Parish: Wyberton Parish Council

Case Officer: Stuart Thomsett

Third Party Reps: None

Link to Planning Record: [B/18/0503](#)

Recommendation: GRANT



1.0 Reason for Report

- 1.1 This application is presented to Planning Committee as the applicant works in the Development Management section at Boston Borough Council.

2.0 Application Site and Proposal

- 2.1 The application site is an irregular shaped parcel of land which, until recently formed the side garden to 122 West End Road. This site also shares a side boundary to 120 West End Road to the south. The site is approximately 0.03 hectares and is fully enclosed to the sides and rear by virtue of 2m high close boarded fencing. The remainder of the side garden and ornamental pond associated with 122 West End Road is located beyond the fence forming the western boundary of the plot with views to Westwood Lakes.
- 2.2 No. 122 West End Road is a detached dwelling with a large rear and side garden. The northern and western boundaries of the property overlooks open arable fields, Westwood Fishing Lakes and Jenny's Wood. The site has a frontage of 23m which narrows to 11m at the proposed rear boundary. All four mature trees and privet hedging at the front of the site have been removed to facilitate new access and visibility splays. The site is positioned on a shallow bend just after the highway speed limit is restricted to 30mph.
- 2.3 The site and surroundings are within the settlement boundary of Boston and within an area identified as having a high probability of flood risk (Zone 3a) and danger to most according to the Strategic Flood Risk Assessment (SFRA).
- 2.4 This application seeks an approval of reserved matters (access, appearance, landscaping, layout and scale) following outline approval B/17/0093, for the erection of a detached two storey dwelling.

3.0 Relevant History

- 3.1 B/17/0093 Outline planning permission was granted with all matters reserved (appearance, landscaping, access, layout and scale) for residential development (one plot).

4.0 Relevant Policy

- 4.1 The development plan consists of the saved policies of the Boston Borough Local Plan 1999. Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that determination must be made in accordance with the plan unless material considerations indicate otherwise.
- 4.2 The land is inside the Boston development boundary within the adopted Local Plan 1999 and draft South East Lincolnshire Local Plan 2011-2036 (SELLP).

4.3 The saved Local Plan Policies of relevance to this application are as follows:

- G1 – Amenity
- G2 – Wildlife and Landscape Resources
- G3 – Surface and Foul Water Disposal
- G4 – Safeguarding the Water Environment
- G6 – Vehicular and Pedestrian Access
- H3 – Quality of Housing development
- T2 – Roads and Footpaths in New Developments

National Planning Policy Framework, 2018

4.4 The Council does not have a 5 year supply of housing and therefore policies relevant to the supply of housing are out of date. The tilted balance in paragraph 11 of the National Planning Policy Framework (NPPF) is therefore engaged and on this basis, there is a presumption in favour of sustainable development which presumes in favour of the grant of permission unless harm significantly and demonstrably outweighs the benefits of the scheme.

4.5 Paragraph 11 of the NPPF indicates for decision making, this means

c) approving development proposals that accord with an up-to-date development plan without delay; or

d) where there are no relevant development plan policies, or the policies which are most important for determining the application are out-of-date, (this includes development proposals involving the provision of housing in situations where the Borough Council cannot demonstrate a 5 year supply of housing) granting permission unless:

i. the application of policies in this Framework that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or

ii. any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole.

4.6 Section 9 of the NPPF relates to transport issues. Paragraph 103 states:

‘The planning system should actively manage patterns of growth in support of these objectives. Significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestion and emissions, and improve air quality and public health. However, opportunities to maximise sustainable transport solutions will vary between urban and rural areas, and this should be taken into account in both plan-making and decision-making.’

- 4.7 Paragraphs 8 and 9 (Achieving Sustainable Development) set out three inter-linked dimensions and roles of sustainable development: economic, social and environmental. These three roles should not be undertaken in isolation because they are mutually dependent. Paragraph 78 of the NPPF encourages housing in rural areas where it will maintain or enhance the vitality of rural communities. However, isolated homes in the countryside should be avoided unless one or more of the circumstances listed within paragraph 79 apply.

South East Lincolnshire Local Plan 2011-2036

- 4.8 Paragraph 48 of the NPPF states:

Local planning authorities may give weight to relevant policies in emerging plans according to:

- a) the stage of preparation of the emerging plan (the more advanced its preparation, the greater the weight that may be given);
- b) the extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and
- c) the degree of consistency of the relevant policies in the emerging plan to this Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given).

- 4.9 It is anticipated that the South East Lincolnshire Local Plan will likely be adopted early this year. Therefore, the policies contained within this document are attracting increasing weight. Objections have not been received in relation to the settlement boundaries and therefore significant weight can be attributed to Policy 1 (Spatial Strategy) as set out within the Main Modifications. The site is included within the Boston development boundary within the South East Lincolnshire Local Plan (SELLP). Boston is categorised as a 'Sub-regional Centre' as part of the SELLP's Spatial Strategy. Therefore, 'Sub-regional Centres' within Policy 1 applies which states:

'Within the settlement boundaries of Boston and Spalding (as shown on the Inset Maps) development will be permitted that supports their roles as Sub-Regional Centres.'

5.0 Representations

- 5.1 As a result of publicity, no representations have been received. Any representations received prior to Planning Committee will be reported verbally and form part of overall considerations.

6.0 Consultations

- 6.1 No responses have been received to date. Any responses from the following consultees will be reported verbally at Planning Committee: -
Wyberton Parish Council, County Highways Authority, Lead Local Flood Authority and Black Sluice Internal Drainage Board.

7 Planning Issues and Discussions

- 7.1 The principle of residential development on this site has been established by the outline approval identified above. Thus, the main considerations are whether the layout, appearance, scale, landscaping and access of the dwelling as proposed by this application are acceptable given the objectives of Local Plan policies and the NPPF.

Layout

- 7.2 The dwelling would be sited approximately 6 - 11 metres from the back edge of the footpath. It would span almost the entire width of the plot with a 1m wide (1.2m wide gap) footpath on the north side (No.122) leading to the proposed patio with a 2.4m gap reducing to 0.7m on the south side (No.122). Golden gravelled driveway and parking would be provided to the front as well as an area of soft landscaping. To the rear, space is provided for a small garden and private patio area, the depth of which varies between approximately 6 to 7 metres. However, the existing garden retained by the owners of No. 122 and the open fields beyond create a more open feel than the mere dimensions would appear to provide.
- 7.3 Internally, the layout provides well-designed accommodation and space for future occupiers. Accommodation comprises an open plan lounge, dining area and kitchen/breakfast room with bi-fold doors opening on to patio and rear garden in addition to separate utility and playroom at ground floor. At first floor (served entirely by rooflights) is a master bedroom with en-suite and dressing room and two further bedrooms and a family bathroom.
- 7.4 The layout is therefore considered to be acceptable, meeting national and local plan policy objectives.

Scale

- 7.5 The proposal is for a two storey detached house. Its maximum height to the ridge would be 8 metres and 4.3 metres to the eaves. With both adjoining dwellings on West Road being two storey, the scale of the house would be commensurate with those and other surrounding properties.
- 7.6 Scale includes its footprint. Whilst it would be sited close to both the side boundaries, its set back within the plot together with its height will assist in ensuring the property does not look cramped within the site.
- 7.7 In terms of its scale, the proposal is considered to comply with policy.

Appearance

- 7.8 This application includes appearance as a reserved matter and includes the external built form of the development, its architecture, materials, colour and texture and also includes the design and position of windows, doors etc.

- 7.9 The NPPF indicates that *'the creation of high quality buildings and places is fundamental to what the planning and development process should achieve. Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities. Being clear about design expectations, and how these will be tested, is essential for achieving this. So too is effective engagement between applicants, communities, local planning authorities and other interests throughout the process.'*
- 7.10 The designs, ages and materials of dwellings surrounding the site are varied and there is no distinctive 'style' in the area. Nos. 120 and 122 are both two storey to the immediate north and south of the property. Whilst the design of the proposed dwelling is modern, the key issue here is context and whether the appearance of the dwelling will assimilate within the pattern and character of the surrounding built environment.
- 7.11 The house is proposed to be set back from the highway retaining the relatively former open feel of the site prior to the clearance of trees. It is a modest height at 8 metres, and with the proposed materials, Hanson Chatsworth multi red brick and natural slate roof tiles reflective of the semi-rural, semi-urban location. It represents a good standard of architecture and interest is provided with architectural features such as stone cills and splayed arches for heads, feature entrance porch, date plate and dummy central window. The grey aluminium windows and doors also reflect the contemporary design. The standard compliance condition (1) will mean that in the event that the applicant wishes to use alternative materials to those shown on application drawing no. 12-404-02, it will be necessary to receive approval from the Local Planning Authority first.
- 7.12 'Appearance' also includes issues relating to the design and position of windows and whether the insertion of such windows in any of the elevations of the proposed dwelling would cause overlooking and substantially harm residential amenity. No windows are included at first floor. One small window is proposed in each side elevation. Whilst neither will impact upon levels of privacy of the adjoining properties due to the existing timber fence, the window to the south facing No. 120 will be obscure glazed, whereas the window to the lounge is a secondary window with the principal window or rather bi-fold doors facing the rear garden. Thus, the amenity is considered to be acceptable to both adjoining properties (120 and 122 West End Road).
- 7.13 The design of the proposed dwelling, although not exactly the same as other dwellings in the locality it can be argued that the development would continue the evolution of design in the area without disrupting any prevailing local distinctive characteristic.
- 7.14 On this basis, it is considered that the proposed design and external appearance of the proposed dwelling is acceptable and would not cause substantial harm to the character or amenity of the area.

Landscaping

- 7.15 This application includes landscaping as a reserved matter which includes both hard and soft landscaping i.e. planting of trees, hedges, shrubs or grass, fencing and surface materials.
- 7.16 The site has been cleared of landscaping, predominantly in the form of mature trees following Outline consent being granted. The submitted landscape plan shows the locations of proposed tree and shrub planting, lawn to the rear and hard surface materials. The proposed landscaping scheme includes the planting of additional trees and shrubs within the front and rear gardens. Three soakaways would also be provided within the front, in addition to one to the rear. The driveway and parking area will be constructed using 25mm golden gravel atop a hardcore bed and is thus permeable. This would be enclosed by a low rendered or painted block wall the front (eastern side elevation) of approximately 900mm, between brick columns at approximately 1m high. The 2 metre high close boarded fence to all other boundaries has already been erected.
- 7.17 Overall, the landscaping is considered acceptable. It is not considered necessary to agree the species of trees and shrubs via condition or impose a condition that would require replanting if they die within 5 years as on this particular site, the degree and type of planting can be left to the discretion of the applicant.

Access

- 7.18 Drwg no. 12-404-02 includes the block plan showing the proposed dwellings to be accessed directly from West End Road. The access will be 6m wide.
- 7.19 With regard to issues of highway safety, the County Highways Officer wished to raise no objection at Outline stage. All four mature trees and privet hedging at the front of the site have been removed to facilitate new access and visibility splays. The site is positioned on a shallow bend just after the highway speed limit is restricted to 30mph. West End Road has good visibility at this point. It is considered that the addition of one dwelling with more than adequate area to park and manoeuvre in order that cars can enter and leave the highway in forward gear would not cause undue highway hazard within this road.

Flood Risk

- 7.20 As this is a non-major application, the Local Planning Authority is advised to follow the guidance as set out in the South East Lincolnshire Flood Risk Matrix. The site is within a location which has a 'danger to most' flood risk rating.
- 7.21 As the floor levels proposed in this application are only 500mm above existing ground level rather than 1m as required by condition on the outline permission, Committee should be aware that this recommendation is made contrary to the Environment Agency's (EA's) guidance which states that the 2115 breach depth is around 1m. Thus, the EA considers that compliance with the condition is necessary.

The EA did not comment at the outline stage.

- 7.22 It must be remembered that issues pertaining to flood risk are one of several material considerations which must be apportioned an appropriate level of weight in the planning balance. The issue of the detrimental impact that floor raises in excess of 500mm can have upon the existing streetscape and general character of the area resulting from infill development has been discussed with Planning Committee Members on many occasions. There are several examples of unsympathetic design in the Borough where 1m floor raises have been approved and implemented. The design of this house has been very well considered and would fit seamlessly into the existing streetscape with an 8m ridge height that is commensurate with the adjoining properties. Therefore, Members are advised to approve the proposed flood risk mitigation measures which still represent significant betterment whilst resulting in a design which respects the existing built environment.

8 Summary and Conclusion

- 8.1 The principle of residential development on this site consisting of one dwelling has already been established by the outline approval detailed above. The reserved matters under consideration relate to the access, layout, appearance and scale of the dwelling and the landscaping of the site.
- 8.2 It is considered that this scheme is acceptable subject to the conditions set out below. It should be noted that any approval granted for this application does not change the status of the outline approval and the conditions which are attached, remain valid. The only condition which has been varied by this application relating to flood risk mitigation has been re-imposed with a reduced floor level raise, namely 500mm rather than 1.0 metre.

9 Recommendation

- 9.1 It is recommended that Committee approve the reserved matters application subject to the following conditions:

- 1 The development hereby permitted shall be carried out in accordance with the following approved plans:

- Site Location Plan, Drwg no. 12-404-03
- Block Plan, Elevations, First Floor Plan, Visuals Drwg no. 12-404-02
- Elevations, Ground Floor Plan, Visuals Drwg no. 12-404-01 rev D

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with Policy G1 of the Boston Borough Local Plan 1999.

- 2 All finished floor levels shall be set no lower than 500mm above existing ground level and flood resilience and resistance measures shall be incorporated into the proposed development up to a height of 300mm above the predicted flood depth, as stated in the Flood Risk Assessment submitted with Outline Planning Application B/17/0093.

Reason: To reduce the risk and impacts of flooding to the development and future occupants and to accord with the Boston Borough Local Plan 1999 Policies G1 and G3.

In determining this application, the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework 2018 in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.

Informative

1. The applicant is advised to refer to the following document for information on flood resilience and resistance techniques to be included: 'Improving Flood Performance of New Buildings - Flood Resilient Construction' (DCLG 2007).

Lisa Hughes
Growth Manager

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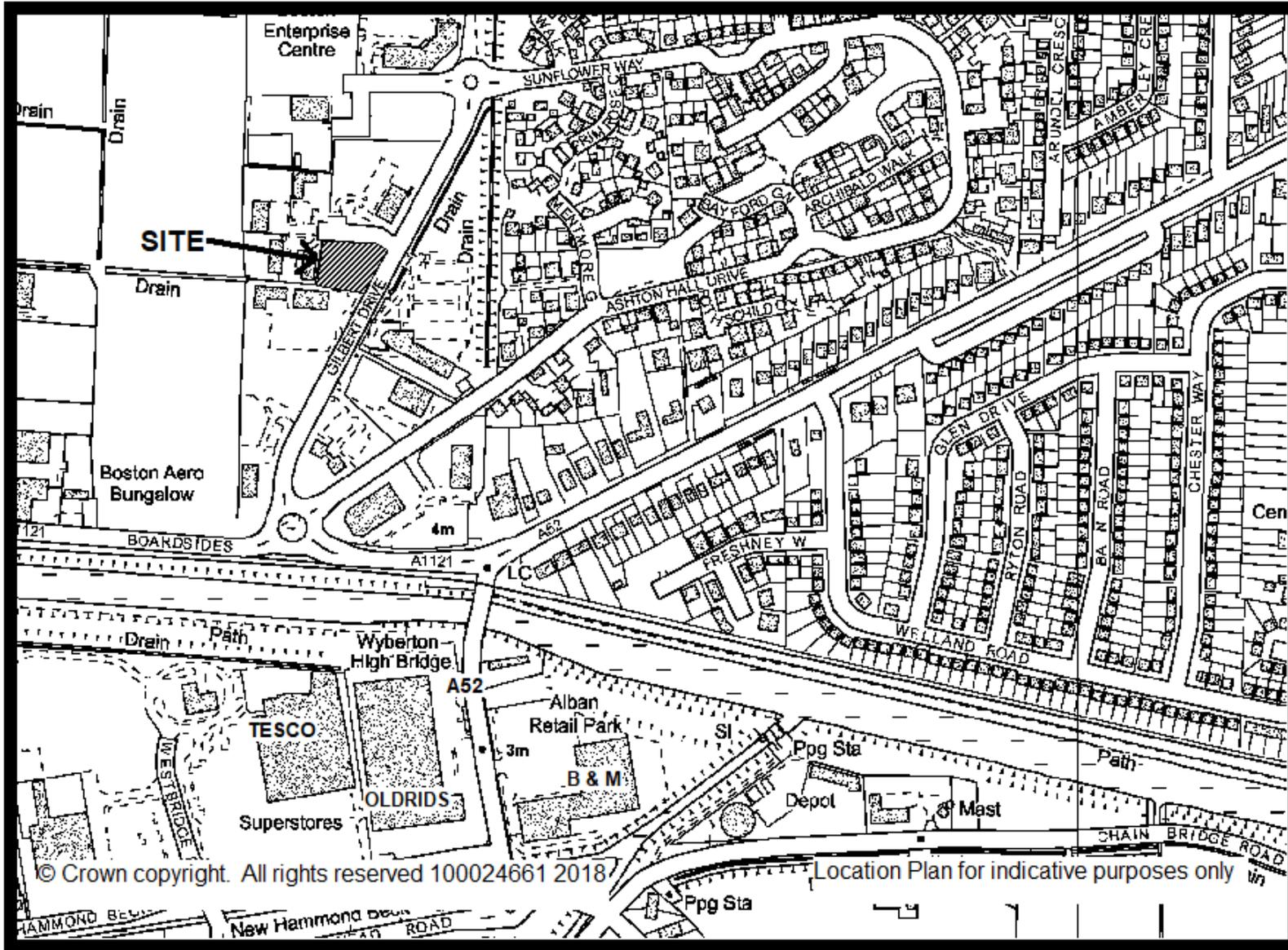
PLANNING APPLICATION B/18/0394

Resubmission of B/18/0192 for the erection of single storey building to form veterinary practice (Class D1), car park area and associated works

Plot 6, Endeavour Park, Boardsides, Boston,
PE21 7TR

Applicant:

Mr D Feldmar



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Location Plan for indicative purposes only

BOSTON BOROUGH COUNCIL

Planning Committee – 15 January 2018

Reference No: B/18/0394

Expiry Date: 09-Nov-2018

Extension of Time: 18-Jan-2019

Application Type: Full Planning Permission

Proposal: Resubmission of B/18/0192 for the erection of single storey building to form veterinary practice (Class D1), car park area and associated works

Site: Plot 6, Endeavour Park, Boardsides, Boston, PE21 7TR

Applicant: Mr D Feldmar

Agent: Mr Josh Caley, JC Architectural Consultant

Ward: Wyberton

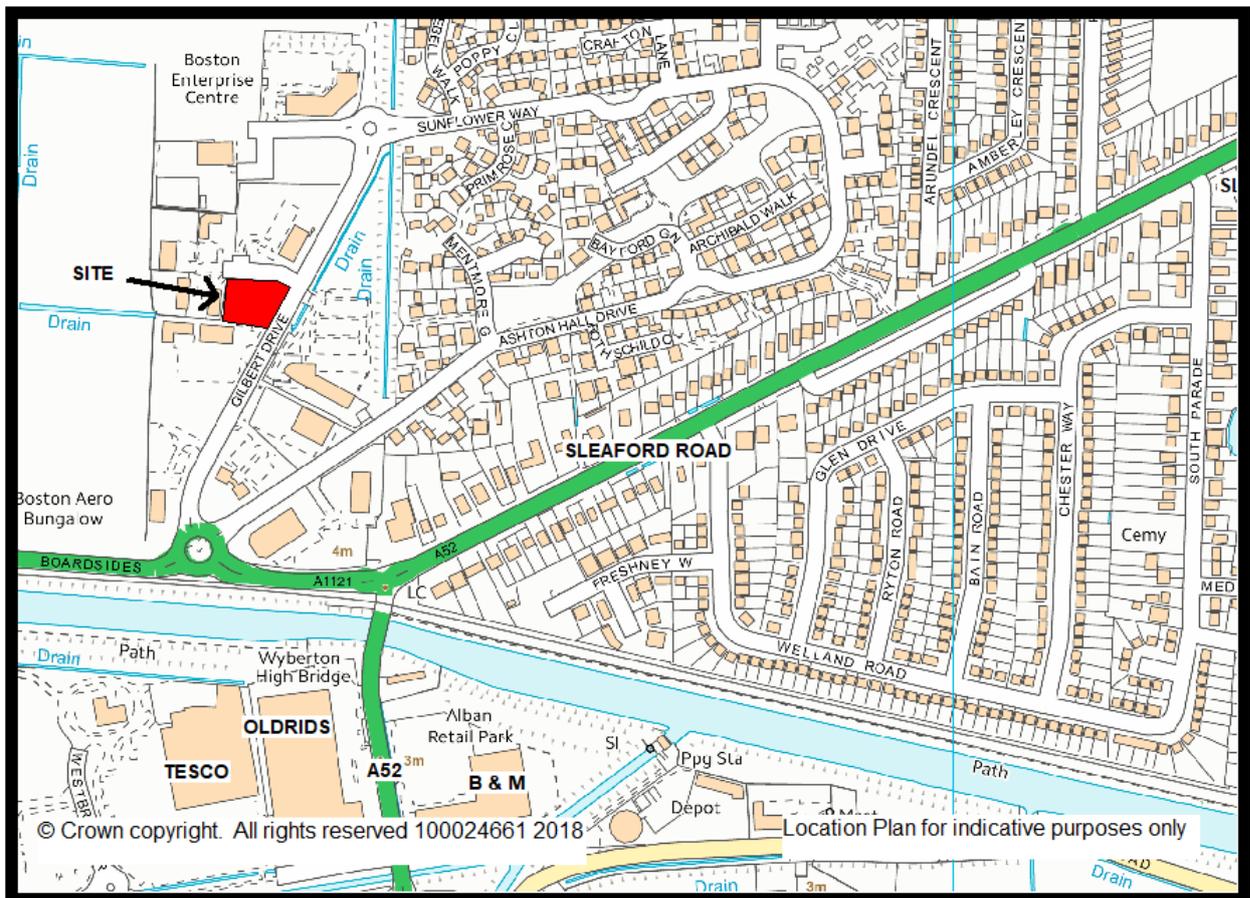
Parish: Wyberton Parish Council

Case Officer: Lisa Hughes

Third Party Reps: None

Link to Planning Record: [B/18/0394](#)

Recommendation: GRANT



1.0 Reason for Report

- 1.1 This application is presented to Planning Committee as it is a departure from both the Adopted and Emerging Local Plans.

2.0 Application Site and Proposal

- 2.1 The site is within a business park on the outskirts of the west of Boston. The piece of land has not been developed following designation as a proposed business park. Surrounding the site are other plots which have been developed comprising a mix of single and two storey buildings.
- 2.2 The application seeks full planning permission for a single storey building measuring approximately 26.95 x 17.28 metres. The roof would be pitched with the roof over the northern half of the building's elevation having a higher ridge than the south. The accommodation would provide 4 consulting rooms, kennels, x-ray, dental and other ancillary areas associated with a veterinary surgery.
- 2.3 The building would be finished in vertical timber cladding, metal sheeting for the roof and grey uPVC windows and doors.

3.0 Relevant History

- 3.1 B/18/0192/FULL - Erection of single storey building to form veterinary practice (Class D1), car park area, and associated works – Refused for the following reason:

The proposal is for a veterinary surgery falling within use Class D1 of the Town and Country Planning (Use Class Order) 1987. Boston Borough Local Plan 1999, Policy ED3 supports proposals for B1 use or hotels/recreational facilities within this location. The proposal therefore fails to comply with this requirement. Policy BO001 of the South East Lincolnshire Local Plan, whilst very limited weight may be attributed to this Policy at this stage, also supports proposals in this location for B1 use. The National Planning Policy Framework 2018 requires policies to be flexible enough to accommodate needs not anticipated in the plan. However, no information has been submitted with the application to justify a proposal for a non B1 use on this site. The proposal therefore fails to comply with the National Planning Policy Framework 2018 and Policy ED3 of the Boston Borough Local Plan 1999.

4.0 Relevant Policy

Boston Borough Adopted Local Plan

- 4.1 The development plan consists of the saved policies of the Boston Borough Local Plan (adopted 1999). Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that determination must be made in accordance with the plan unless material considerations indicate otherwise.

4.2 The land is designated for employment use.

4.3 The saved Policies within Boston Borough Local Plan of relevance to this application are as follows:

- Policy G1 Amenity
- Policy G3 Surface Water and Foul Water Drainage
- Policy G6 Vehicular and Pedestrian Access
- Policy ED3 Development of the Business Park

4.4 **South East Lincolnshire Local Plan 2011-2036**

The Policies within the draft South East Lincolnshire Local Plan of relevance to this application are as follows:

- Policy 2 – Development Management
- Policy 8 – Prestige Employment Sites
- Policy 36 – Vehicle and Cycle Parking

4.5 **National Planning Policy Framework**

- Section 6 – Building a strong, competitive economy
- Section 12 – Achieving well-designed places

5.0 **Representations**

5.1 As a result of publicity, no representations have been received.

6.0 **Consultations**

6.1 Wyberton Parish Council has no objections

6.2 County Highways Authority has requested informatives are attached

6.3 Lead Local Flood Authority has no objection

6.4 Environmental Agency has no objection subject to a condition.

6.5 Black Sluice Internal Drainage Board do not object but note that the accompanying documentation refers to surface water disposal within both soakaways and piped water course.

7.0 Planning Issues and Discussions

7.1 The key planning issues in the determination of this application are:

- Design of the building and its impact on the character of the area;
- Possible noise impacts;
- Principle of the use; and
- Flood Risk.

Background

7.2 The previous application was refused due to the lack of information demonstrating why a B1 use, in accordance with both Adopted and Emerging Planning Policy, could not be provided on the site. As a result, marketing information has been submitted with this application.

Design of the building and its Impact Upon the Character of the Area

7.3 The building would be sited towards the rear of the plot and between approximately 2.55 and 3 metres away from its nearest neighbour's boundary. Other surrounding buildings are also in commercial use (offices) and therefore impact in terms of amenity is less significant than for residential properties. Notwithstanding this, the distances are considered acceptable, particularly as this is a single storey building. The proposed materials are different to a number of other buildings in the locality, however, there is not a design code within this area and the mixture will bring variety and interest to this part of the business park.

Possible noise impacts

7.4 The building includes kennels that would be likely to result in some possible noise impacts. However, there are no residential properties nearby which might be affected by dogs, for example, barking at night. In view of this, it is not considered that mitigation is required. Operating hours are detailed within the application form and are indicated to be Monday to Friday 8:30am and 6:00pm. Due to its location, it is not considered that these hours would harm amenity currently enjoyed and could be conditioned on an approval.

Principle of the use

7.5 Notwithstanding the above considerations, Policy ED3 of the Boston Borough Plan 1999 requires proposals within the business park to fall within Class B1 or for recreational/hotel facilities. A veterinary surgery does not fall within any of these criteria being a D1 use. Furthermore, Policy 8 of the South East Lincolnshire Local Plan 2011-2036 also supports developments within B1 use. The proposal would result in economic growth to this part of Boston, which is supported by the NPPF. This application has been submitted with marketing information identifying the site has been marketed since July 2015 until May 2018.

During this time, a number of packs (approximately 170) have been sent out to interested parties. However, this does not appear to have resulted in interest of the site for a policy compliant development. The marketing also details that an amended approach was taken to this plot in 2018 so that it was promoted as an individual site rather than as a part of the whole Endeavour Park development. Whilst there is no defined time within either the Adopted or Emerging Policy for marketing to take place (times of economic lows might require a longer marketing period than when the economy is buoyant), the marketing undertaken, length of time, number of packs issued etc. all appear to be appropriate for this site. It is therefore considered that planning permission, on this occasion, should not be withheld although not comprising a B1 use. The proposal would also provide jobs for up to 8 part-time staff which would have some benefit towards the economy.

- 7.6 Parking is proposed to the front of the site with a total of 29 spaces of which 2 are disability spaces. The number of spaces is appropriate and would not result in detriment to highway safety. Lincolnshire Highways has assessed the proposal and has no objections but has recommend two informatives are attached which are acceptable.

Flood Risk

- 7.7 A Flood Risk Assessment (FRA) has been submitted which has been assessed by the Environment Agency, and subject to a condition requiring compliance with the FRA, specifying floor levels and siting of electrical points, no objection is raised.

8.0 Summary and Conclusion

- 8.1 The proposal would result in a development on a site that would not be policy compliant. However, marketing information has been submitted which shows the site (as well as the wider Endeavour Park) has been proactively marketed for almost 3-years. No interest in a B1 use has been demonstrated. As a result, whilst the previous application was refused, this additional information overcomes the previous reason for refusal.
- 8.2 All other matters are as previously submitted which were considered acceptable. The design. layout of the building and location of parking would reflect the character of the area and maintain amenity currently enjoyed by neighbours. Any noise associated with animals is likely to be minimal and due to its location would not affect residential occupiers. Overall, the proposal is considered acceptable.

9.0 **Recommendation**

9.1 It is recommended that Committee grant planning permission 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: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in strict accordance with the application received 14-Sep-2018 and in accordance with the associated plans referenced:

- 1/2 Site Location Plan
- 0139/18/01 – Floor Plans and Elevations

Reason: To ensure the development is undertaken in accordance with the approved details, in the interest of residential amenity and to comply with Saved Policy G1 of Boston Borough Local Plan 1999.

3. The development permitted by this planning permission shall be carried out in accordance with the Flood Risk Assessment dated May 2018, incorporating the following mitigation measures:

- Finished floor levels to be set no lower than 2.2mAOD
- All electrical sockets to be a minimum of 450mm above the finished floor level

The mitigation measures shall be fully implemented prior to occupation and be maintained for the lifetime of the development.

Reason: To reduce the risk of flooding to the proposed development and future occupants in accordance with the National Planning Policy Framework 2018.

4. The development hereby permitted shall be open to the public Monday to Friday between the hours of 08:30 and 18:00 only and at no other time.

Reason: To protect the amenities of the occupants of neighbouring residential properties and in accordance with Saved Policy G1 of Boston Borough Local Plan 1999.

In determining this application, the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework 2018 in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.

Informatives

1. The permitted development requires the formation of a new/amended vehicular access. Applicants should note the provisions of Section 184 of the Highways Act 1980. The works should be constructed to the satisfaction of the Highway Authority in accordance with the Authority's specification that is current at the time of construction. For further information, please telephone 01522 782070.
2. Please contact the Lincolnshire County Council Streetworks and Permitting Team on 01522 782070 to discuss any proposed statutory utility connections and any other works which will be required within the public highway in association with the development permitted under this Consent. This will enable Lincolnshire County Council to assist in the coordination and timings of these works.
3. Your attention is drawn to the contents of the letter from Black Sluice Internal Drainage Board dated 19 October 2018 and enclosed with this decision letter.

Lisa Hughes
Growth Manager

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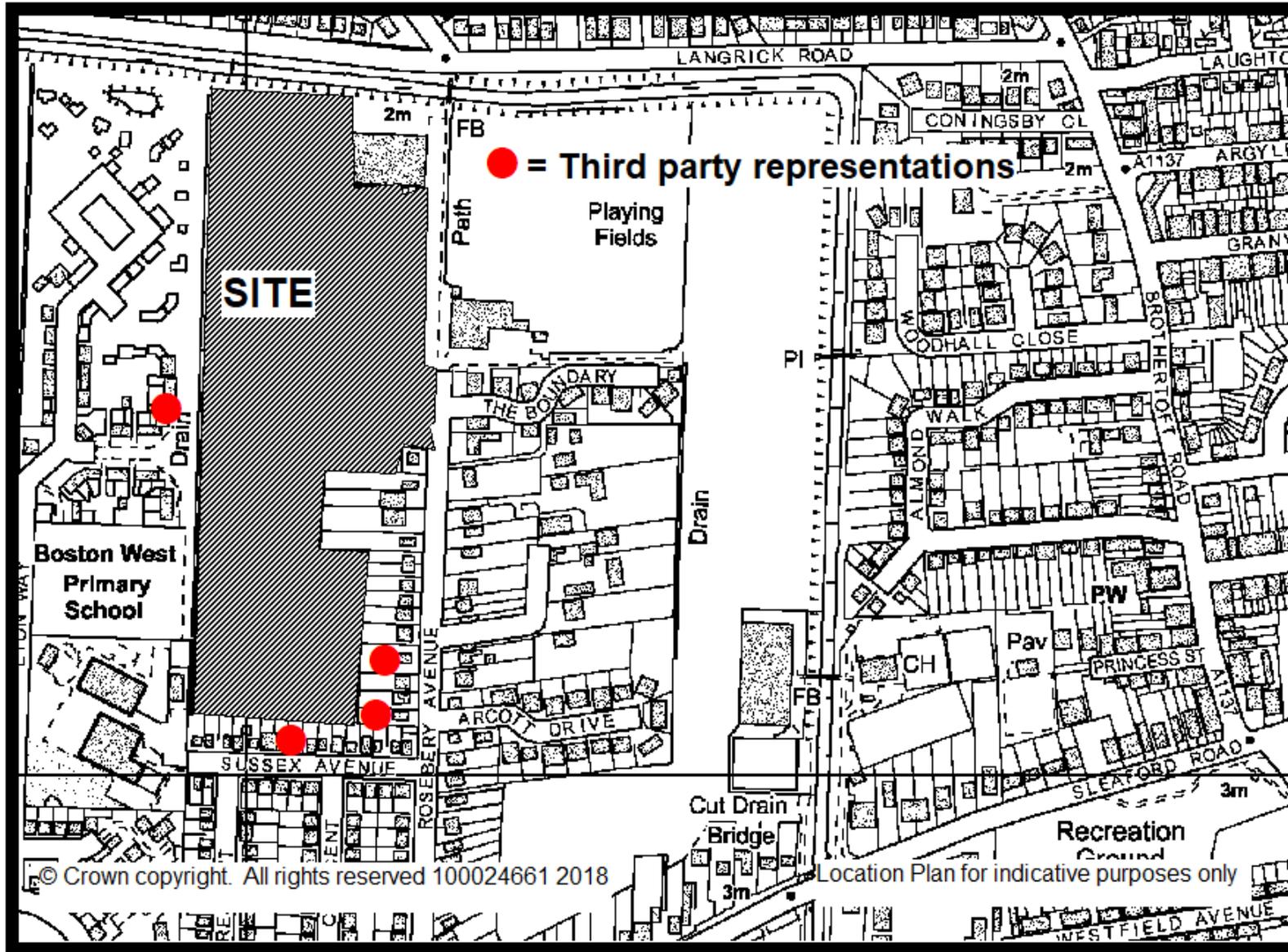
PLANNING APPLICATION B/18/0454

Erection of 3 no. 8m high lighting columns with
300w LED floodlights

Peter Paine Performance Centre,
Rosebery Avenue, Boston, PE21 7QR

Applicant:

Mr Shawn Thomas Boston College



BOSTON BOROUGH COUNCIL

Planning Committee – 15 January 2019

Reference No: B/18/0454

Expiry Date: 02-Jan-2019 (Extension of Time 18th January 2019)

Application Type: Full Planning Permission
Proposal: Erection of 3 no. 8m high lighting columns with 300w LED floodlights

Site: Peter Paine Performance Centre, Rosebery Avenue, Boston, PE21 7QR

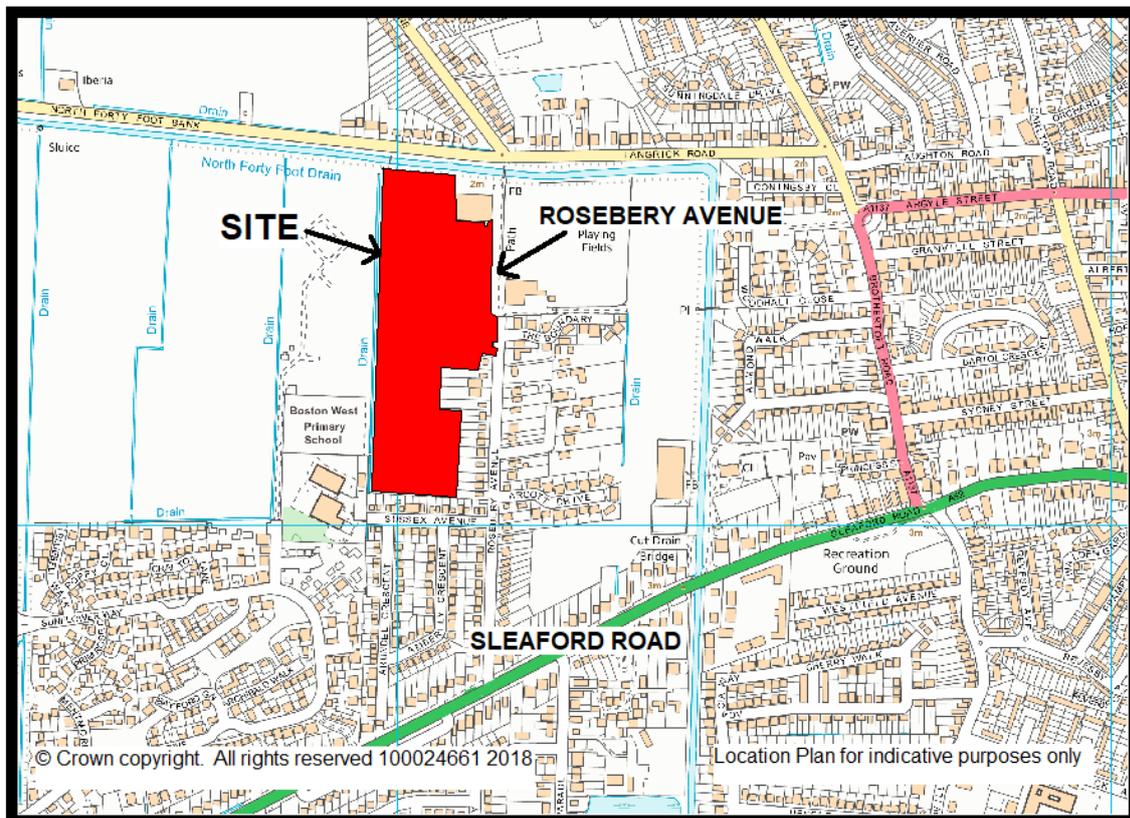
Applicant: Mr Shawn Thomas, Boston College
Agent:
Ward: West
Parish: BTAC

Case Officer: Stuart Thomsett

Third Party Reps: Four

Link to Planning Record: [B/18/0454](#)

Recommendation: GRANT



1.0 Reason for Report

- 1.1 This application is presented to Planning Committee at the request of Councillor Stephen Woodliffe who was concerned that *'nearby residents may not appreciate the impact of such bright lamps prior to installation. However, once approved there is really no way back for affected residents. Also, the affected residents are not really those on Rosebery Avenue, as shown on the plans. It will be those residents on Harrow Place, not shown on the plans, who will be facing the lights that will be directly affected.'*

2.0 Application Site and Proposal

- 2.1 The application site is the Peter Paine Sports Centre and playing fields situated to the rear of Rosebery Avenue and Sussex Avenue within the Boston town Development Boundary. The site is not within a conservation area or close to any listed buildings.
- 2.2 The site has been occupied by Boston College since 2011 and comprises a large sports centre at the front of the site accessed from the foot of Rosebery Avenue with concrete and astro pitches to the north and four grass football pitches to the west.
- 2.3 There are residential dwellings to the east of the site on Rosebery Avenue, west of the site on the recently constructed Harrow Place and Charterhouse Court and south of the site on Sussex Avenue.
- 2.4 The area lies within an area designated as Flood Zone 3.
- 2.5 It is proposed to locate 3 No. 8m high lighting columns with 300w LED floodlights to light one of the four football pitches to the rear of four dwellings on Rosebery Avenue, namely No. 82 – 90. The columns will be located between 50 -70m from the rear elevations of the four dwellings, 100m. + from the dwellings on Harrow Place to the West and 150 m. + from the dwellings on Sussex Avenue to the South.
- 2.6 The applicants have confirmed that the lights will only be used on a Tuesday night from 17.30 to 19.00 and are only going to be used for training as they will not illuminate the full pitch width and therefore not suitable for match use.

3.0 Relevant History

- 3.1 B/16/0417 Construction of concrete sectional garage for mini bus – approved.
- 3.2 B/16/0113 Erection of 2no. football dugouts of brick/block and 1no. storage building for football club. Approved 28 April 2016
- 3.3 B/11/0176 – Application for a change of use from D2 to joint D1 and D2 – approved.

4.0 Relevant Policy

Boston Borough Adopted Local Plan

- 4.1 The Development Plan consists of the saved policies of the Boston Borough Local Plan (adopted 1999). Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that determination must be made in accordance with the plan unless material considerations indicate otherwise.
- 4.2 This site is within the Boston development boundary.
- 4.3 The saved Local Plan Policies of relevance to this application are as follows:
- G1 (Amenity)
 - G3 (Foul and surface water disposal)
 - G6 (vehicular and pedestrian access)
 - G10 (external lighting schemes)
 - R1 (protection of existing recreational open space)

National Planning Policy Framework (NPPF) (2018)

- 4.4 At the heart of the National Planning Policy Framework is a presumption in favour of sustainable development. For decision taking, this means approving development proposals that accord with the development plan without delay.

Chapter 8 (Promoting healthy and safe communities) is also relevant in the broader policy intention of supporting the use of the site.

South East Lincolnshire Local Plan 2011-2036

- 4.5 The site is included within the Boston town development boundary within the South East Lincolnshire Local Plan (SELLP).

- 4.6 Paragraph 48 of the NPPF states:

Local planning authorities may give weight to relevant policies in emerging plans according to:

- a) The stage of preparation of the emerging plan (the more advanced its preparation, the greater the weight that may be given);
 - b) The extent to which there are unresolved objections to relevant policies (the less significant the unresolved objections, the greater the weight that may be given); and
 - c) The degree of consistency of the relevant policies in the emerging plan to this Framework (the closer the policies in the emerging plan to the policies in the Framework, the greater the weight that may be given).
- 4.7 It is anticipated that the South East Lincolnshire Local Plan will likely be adopted at the beginning of 2019. Therefore, the policies contained within this document are attracting increasing weight. Objections have not been received in relation to

the relevant draft policies and therefore weight can be attributed to Policy 2 (Development Management) and Policy 32 (Community, Health & Well-being) as set out within the Main Modifications.

5 Representations

- 5.1 Following publicity but prior to the submission of further supporting information from the applicant, 3 letters of representation were received from 62 Rosebery Avenue, 16 Harrow Place and 17 Sussex Avenue. All three letters raised the same concerns that the proposed lights could have a detrimental impact upon their amenities. These concerns are addressed within the main report.
- 5.2 A further letter was received from 68 Rosebery Avenue, confirmed as being a comment not an objection. This highlights that access to the playing fields has been permitted for residents historically. The respondent acknowledges it is in the owner's gift to determine who has access but considers prevention would have a profound impact on many families.

6 Consultations

- 6.1 Environmental Health (EH) originally had concerns about possible impact upon neighbouring amenity but following the provision of further information and assurances from the applicant, EH wished to raise no objections.
- 6.2 Sport England does not wish to object: -

'It is understood that the proposal prejudices the use, or leads to the loss of use, of land being used as a playing field or that has been used as a playing field in the last five years, as defined in The Town and Country Planning (Development Management Procedure) (England) Order 2015 (Statutory Instrument 2015 No. 595). The consultation with Sport England is therefore a statutory requirement.

Sport England has considered the application in light of the National Planning Policy Framework (in particular Paragraph 97), and against its own playing fields policy, which states:

'Sport England will oppose the granting of planning permission for any development which would lead to the loss of, or would prejudice the use of:

- *all or any part of a playing field, or*
- *land which has been used as a playing field and remains undeveloped, or*
- *land allocated for use as a playing field*

unless, in the judgement of Sport England, the development as a whole meets with one or more of five specific exceptions.'

Sport England's Playing Fields Policy and Guidance document can be viewed via the following link: www.sportengland.org/playingfieldspolicy

Proposal and Assessment Against Sport England Policy

The development would involve the installation of three, 8 metre high lighting columns on the eastern edge of the playing field for the purpose of providing artificial lighting to an existing, full sized (adult) natural turf football pitch. The positioning of the columns would not appear to affect either the positioning or size of the training pitch, nor to have any significant negative impact on the flexibility of use of the overall playing field area at the site.

Prior to preparing this response, I have consulted with the Football Foundation/Football Association, from whom the following comments have been received, together with the attached lighting guidance:

According to Lincolnshire FA Whole Game System data, the site is used for Match day & Training ground by Boston College (First's & Reserves) and for training only by Boston International FC First. The benefit of lighting the pitch will mean more hours of usage. This should however be balanced with the fact that there will be a requirement for more maintenance of the pitch due to any increased usage.

Having assessed the application, Sport England is satisfied that the proposed development meets exception 2 of its playing fields policy, in that:

'The proposed development is for ancillary facilities supporting the principal use of the site as a playing field, and does not affect the quantity or quality of playing pitches or otherwise adversely affect their use.'

*This being the case, Sport England **does not wish to raise an objection** to this application.*

However, based on the information so far provided, it is difficult to gauge the extent of sports benefits that would be delivered by the scheme, given that there is only limited detail of the lighting specification, and there are no proposals set out in respect of any pitch improvements or enhanced maintenance regime to support more intensive use associated with the introduction of the lighting. Furthermore, there is no indication given of intended hours of operation of the lighting, and it is noted that the Council's Environmental Health Officer has raised a query around this, whilst also expressing a need to better understand the potential risk of light spillage.

Therefore, whilst Sport England does not wish to raise an objection to the application, and indeed, is supportive of the proposal in principle, at this stage it cannot offer its full support for the project given the points identified above in respect of the detailed design and delivery of the scheme. In addition to the attached FA guidance, the applicant/agent may also find Sport England's guidance on artificial sports lighting of assistance, which can be accessed via the following link: <https://www.sportengland.org/facilities-planning/design-and-cost-guidance/artificial-sports-facilities/>

The absence of an objection to this application, in the context of the Town and Country Planning Act, cannot be taken as formal support or consent from Sport England or any National Governing Body of Sport to any related funding

application, or as may be required by virtue of any pre-existing funding agreement.'

7 Planning Issues and Discussions

7.1 The main planning issues to consider are the principle of the use, the impact on neighbouring residents and wider visual amenity.

7.2 It is made clear in the relevant sections of the NPPF and Adopted Local Plan Policy R1 that measures to ensure that this well-used sporting and social facility is enhanced and maintained should be supported by local planning authorities for the benefit of communities and residential environments. The Peter Paine Sports Centre and associated playing fields have operated successfully for quite some time by Boston Borough Council and Boston College and does so in harmony with the adjacent residential properties.

7.3 Saved adopted Local Plan Policy G10 states that: -

'Full planning permission will not be granted for developments which include a scheme of external lighting, unless the proposed lighting scheme:

- 1) is the minimum required to undertake the task;
- 2) will not prejudice highway safety;
- 3) will not substantially harm the amenities of nearby land-users; and
- 4) will not substantially harm the character of the area

Where necessary to safeguard amenity or to prevent the wasteful use of energy resources, conditions will be attached to planning permissions, requiring the extinguishment of lights not required for safety.'

7.4 The proposed lighting columns will be located between 50 - 70m from the rear elevations of the four dwellings to the East on Rosebery Avenue, 100 m + from the dwellings on Harrow Place to the West and 150m + from the dwellings on Sussex Avenue to the South and would be set away from the dwellings so as to not to have an impact on the amenity of the occupiers. No letters of representation have been received from those properties nearest to the proposed lighting columns.

7.5 Other letters of concern were understandably raised about the propensity of the 300w lights to have an impact upon amenity not only in terms of light pollution but increased hours of activity. Indeed, the case officer and Environmental Health shared the same concerns.

7.6 Due to these concerns, the case officer requested the applicant to clarify the extent of lighting and the number of hours that the lighting would be used. The applicants have confirmed that the lights will only be used on a Tuesday night from 17.30 to 19.00 and are only going to be used for training as they will **not illuminate the full pitch width** and therefore not suitable for match use. However, the case officer considered that to restrict the hours of lighting operation would be too restrictive. The agreed hours were Monday – Friday 16.00 - 19.30 which will

ensure that in the unlikely event that any impact occurs upon the amenity of nearby properties, it will not occur beyond unreasonable times. This has been conditioned and although the cost of illumination means that it should be self-regulating, the lights shall not be illuminated when the training pitch is not in use. Furthermore, during the majority of the year, lighting will not be required.

7.7 In the unlikely event that the attached conditions are breached, the Council would be in a position to take enforcement action to stop any breaches. Moreover, it would be a very simple breach to assess. Following the submission of this information in writing, Environmental Health wished to raise no objections.

7.8 In relation to the comment from the resident at 68 Rosebery Avenue, this is not a planning consideration that can be considered as part of this application. Notwithstanding this, it is not anticipated the development would, in itself, prevent access by adjoining residents to the open space.

8.0 **RECOMMENDATION**

8.1 GRANT Planning Permission subject to the following conditions and reasons:-

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

Reason: Required to be imposed pursuant to Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following plans and details:

- Site Location Plan – drwg no. 001/051118
- Site Plan – drwg no. 002/051118

Reason: To ensure the development is undertaken in accordance with the approved details and to accord with Boston Borough Local Plan 1999, Policy G1.

3. The 3 no. 300w lights hereby approved shall not be illuminated except between the hours of 16.00 and 19.30 Monday to Friday and at no other time. The lights shall not be illuminated when the training pitch is not in use during these times.

Reason: In the interests of the amenities of adjoining residential properties and to accord with Boston Local Plan 1999 Policy G1.

In determining this application, the authority has taken account of the guidance in paragraph 38 of the National Planning Policy Framework 2018 in order to seek to secure sustainable development that improves the economic, social and environmental conditions of the Borough.

Lisa Hughes
Growth Manager

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B O S T O N B O R O U G H C O U N C I L

REPORT TO:	Planning Committee
DATE:	15 January 2019
SUBJECT:	Planning Application Validation Checklist
PORTFOLIO HOLDER:	Councillor Michael Cooper
REPORT AUTHOR:	Lisa Hughes
EXEMPT REPORT?	No

SUMMARY

The Planning Committee agreed at its meeting on 16th October 2018 for a consultation to be undertaken on a proposed Planning Application Validation Checklist for 'Planning and Other Applications' and also for 'Householder Applications'.

Planning applications require information to be provided by the applicant in order for the proposal to be considered against national and local plan policies as well as other material considerations. The Government sets out within the National Planning Practice Guidance (Paragraph: 016 Reference ID: 14-016-20140306) the information required to be submitted for an application to be valid (includes application form, fee, site and location plans). However, other information is more often than not required, such as floor and elevation plans, flood risk assessments, planning statements etc. This information is not statutorily required to make an application valid and is currently requested by the Council, if not submitted with the application, after the application is notified to neighbours and Councillors on the weekly list.

This can cause delay in the determination of the application. The Growth and Infrastructure Act 2013 enables local planning authorities to adopt a 'local list' of requirements. This, the National Planning Policy Framework 2018 and Planning Practice Guidance requires Local Planning Authorities to only request information that is relevant, necessary and material to the development proposed and to review their validation checklist every 2 years in order to be able to rely on information requirements within their local list.

A local list was prepared for planning applications detailing the information required for the differing types of proposals that might be submitted to the Council as well as detailing when the relevant information will be required. A shortened, and simpler, version has been created for householders. Consultation took place for 6 weeks between 22nd October and 30th November 2018. This report provides details of the responses as well as updates the respective checklists to take account of comments.

RECOMMENDATIONS

That Planning Committee agree for the 'Planning and Other Applications' and 'Householder Applications' Planning Application Validation Checklists to be used to validate all planning and associated applications from the 14th January 2019. Those applications received before the 14th January but are invalid in accordance with the National List will be subject to the local list where additional information is received after business hours on the 11th January 2019.

REASONS FOR RECOMMENDATIONS

To enable the Council to adopt a local list of planning application validation requirements. This will assist applicants by knowing the information required to be submitted with an application in order for it to be determined, thus speeding up the planning process. It should assist parties interested in the application in having all information available from the outset enabling comprehensive comments on a development proposal.

ALTERNATIVES CONSIDERED

Not adopting a local planning application validation checklist.

REPORT

1. Planning Application Validation Checklist

- 1.1 Information is required to determine a planning application. The Government introduced on 6 April 2008, a national list of documents and information necessary in order to validate planning applications. These comprise:
- Completed application form
 - Fee
 - Site Location Plan (showing the site in relation to the surrounding area)
 - Ownership Certificate and Agricultural Land Declaration
- 1.2 In addition, a Design & Access Statement is required for certain planning applications. There are also specific requirements set out for Outline planning applications which requires an indication of the area or areas where access points to the development will be provided to be shown, even if access is a reserved matter. Applications subject to Environmental Impact Assessment also require an Environmental Statement.
- 1.3 Any other information required such as elevations or floor plans of the proposal, statements such as flood risk are not included within the national list and therefore cannot be currently requested in order to make the application valid. As a consequence, the Council will consult on planning applications, sometimes with very limited information for the public, consultees and Councillors to view. Any additional information required to enable a proposal to be properly considered is requested during the course of the application. This has a number of drawbacks for all concerned.
- 1.4 The public are keen to take part in the planning process but having insufficient information provides frustration and many responses to planning applications address this issue. When the information is received, further notification is sent out. For residents, in particular, it is anticipated that they do not wish to spend their time in needing to repeatedly make comments on planning proposals and is likely to lead to frustration and dissatisfaction with the planning process. For statutory consultees, their workloads will be increased by needing to review the initial information as well as any additional information submitted. For the applicant, it leads to a delay in decision making due to the time needed to prepare the information as well as time necessary for additional consultations to take place. Sending more than one letter also increases the cost for the Council in terms of printing and postage.
- 1.5 It also has an impact upon the reputation of the Council. The public, quite understandably, do not understand that there is only limited information that can be requested. Many response letters are critical that the application has been accepted and validated without the necessary information, inferring the Council has not undertaken its duty.

- 1.6 Councils' are able to adopt a local list clarifying the information required to determine an application. The information required will be dependent upon the application type, scale and location. Information within the local list and required when validating the application must be:
- reasonable having regard, in particular, to the nature and scale of the proposed development; and
 - require particulars of, or evidence about, a matter only if it is reasonable to think that the matter will be a material consideration in the determination of the application.
- 1.7 These statutory tests are set out in section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act) and article 11(3)(c) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.
- 1.8 Once adopted, a local list is required to be published on the Councils website and is then reviewed every 2 years.
- 1.9 It is also possible for an applicant, if a Local Planning Authority, determine that additional information is required in order to validate the application, to dispute this by issuing a notice under article 12 of the Town and Country Planning (Development Management Procedure) (England) Order 2015. There is then a process for both the Local Planning Authority and applicant to go through. Very few applications are disputed in terms of the information provided due to the criteria above (paragraph 1.6) being complied with.
- 1.10 Two planning application validation checklists have been prepared. One for householder proposals and the other for all other types. The 'all other', Appendix B, is quite extensive as it caters for every type of application that might be submitted. Householder applications generally require far less information and a simpler checklist has therefore been prepared (Appendix C) to assist with such proposals.
- 1.11 Both of these checklists have been consulted upon for 6-weeks between 22nd October and 30th November. Nine responses have been received which are detailed within Appendix A, together with the Council's response to the comment and whether the checklist(s) will be updated. Where the checklists have been updated, the altered or additional text is shown in red. There has also been a number of responses which do not relate to either of the checklists, but are useful comments in relation to the service the Planning Department provides. These will be implemented in day-to-day working.
- 1.12 A disadvantage of adopting a local list is that applications can take longer from receipt before they become valid. However, local lists have been in existence across many councils for over 10 years and the majority of professional agents are familiar with these. It is not anticipated that it will take long for agents to become familiar with Boston's list. In addition, the consultation proposed will include agents. For householders who submit their own application, the majority are not familiar with the planning process and this requirement would not be perceived as anything different.

CONCLUSION

The Council currently validates planning applications in accordance with the national list. This requires very little information to be submitted in order to make an application valid. This leads to delay in the processing of many applications, frustration for people partaking in the planning process as well as increasing costs for the Council. It is recommended that the two local lists of application requirements is adopted which will overcome this.

FINANCIAL IMPLICATIONS

The introduction of the checklist is likely to have a limited positive financial benefit by reducing the number of letters that are sent to the public regarding planning applications. Additionally, the cost of requesting the information by Planning Support, once they are fully trained, rather than the Planning Officer will result in savings although this will be unseen financial benefit.

LEGAL & EQUALITY IMPLICATIONS

Section 62 (4A) of the Town and Country Planning Act 1990 (inserted by the Growth and Infrastructure Act)

Article 11(3)(c) of the Town and Country Planning (Development Management Procedure) (England) Order 2015

Equality – None

ANY OTHER IMPLICATIONS

The overall reputation of the Council is likely to improve through residents and businesses in the Borough not being notified numerous times due to insufficient information being received at the outset.

Decisions should be made more quickly with the need to request time extensions becoming the exception rather than the rule. Overall performance might therefore not increase as a result but the number of applications that each officer has 'on hand' at any given time should reduce.

CONSULTATION

Consultation has been undertaken with:

- Professional agents
- Neighbours through planning application notification letters
- Consultees
- Councillors
- Parish Councils

In addition, the consultation was advertised on the Council's website for 6-weeks.

APPENDICES

Appendices are listed below and attached to the back of the report: -

APPENDIX A	Responses to Consultation
APPENDIX B	Planning Application Validation Checklist
APPENDIX C	Householder Planning Application Validation Checklist

BACKGROUND PAPERS

No background papers as defined in Section 100D of the Local Government Act 1972 were used in the production of this report.

CHRONOLOGICAL HISTORY OF THIS REPORT

A report was presented to Planning Committee on the 16th October 2018 requesting agreement to undertake a consultation on the two checklists.

Appendix A – Responses to Consultation

Respondent	Observation	Council Response	Checklist Updated
Councillor	Request that all plans are drawn by a 'professional' and e.g. not by hand	Article 7 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 requires applications to be accompanied by plans which "must be drawn to an identified scale". Section 3327A of the Town and Country Planning Act 1990 states a local planning authority must not entertain an application for planning permission if the application fails to comply with these requirements. Should the drawings submitted be to an identified scale which is shown on the drawing, no matter that the drawing may have been prepared by an 'amateur', the application in respect to the drawings will still be valid	No
Housing Section	Affordable Housing Statement Suggest removal of 'and starter homes from 3 rd and 6 th bullet points)	Starter homes are referenced within the glossary to the National Planning Policy Framework 2018 as being a form of affordable housing. As the latest published planning document and being part of the overall 'development plan' under which planning applications are determined, it is appropriate to retain reference to starter homes.	No

	Insertion of “Applicants should consult the Local Housing Authority regarding the size, type and tenure of the range of homes needed to meet locally identifiable needs.”	Consultation with the Housing Department is appropriate to ensure the right type etc. of houses are provided.	Yes – under Affordable Housing
Environment Agency	Recommend that a link is included to provide further information https://www.gov.uk/guidance/developers-get-environmental-advice-on-your-planning-proposals	It is appropriate to add this	Yes – under Flood Risk Assessment
	Design and Access Statements – suggest an additional bullet point: <ul style="list-style-type: none"> ▪ Demonstrate/acknowledge how other assessments, such as the flood risk assessment, may impact on the design of the development in terms of scale, appearance or layout. 	The design of a building can be significantly affected by matters such as flood risk in order to ensure the health and well-being of future occupiers. This request is therefore reasonable to understand why.	Yes – under Design and Access Statements
	Flood Risk Assessment – in addition to the points listed, suggest additional text: Take account of local and national planning policy and guidance and the best available information on local flood risk; Under Further information/policy background, please consider adding the following, along with the link above under Pre-application discussions: The Environment Agency can provide local flood risk data to assist with the preparation of FRAs and offers a pre-application FRA advice and review service.	These are all reasonable.	Yes– under Flood Risk Assessment

	<p>Sustainable Drainage Assessment The text currently focusses on flood risk management. As well as reducing flood risk, SuDS can promote groundwater recharge, help absorb diffuse pollutants, improve water quality and create habitat. Development proposals will need to consider the scope to provide cross-cutting benefits through making space for water and biodiversity enhancements.</p>	This has been included	Yes – under Sustainable Drainage Assessment
	<p>Utilities Statement and Foul Sewage Assessment We request that an assessment is also required where it is intended to discharge foul sewage to a non-mains drainage system, and that a further bullet point is added:</p> <ul style="list-style-type: none"> ▪ Where disposal of foul sewage is proposed to a non-mains system, a complete FDA1 form. https://www.gov.uk/government/publications/foul-drainage-assessment-form-fda1 <p>Under Further information/policy background, please add: Local Plan Appendix 5: Allocations – Infrastructure requirements, constraints and mitigation</p> <p>We suggest adding that direct pre-application consultation with Anglian Water is recommended, and the outcome included with the application.</p>	<p>The assessment referred to within form FDA1 relates to development that require a permit from the Environment Agency. Legislation that falls outside of the planning remit cannot be considered as part of a planning application.</p> <p>Reference to Policy 5 has been made</p> <p>This has been included</p>	<p>No</p> <p>Yes – Under Utilities Statement and Foul Sewage Assessment</p> <p>Yes Utilities Statement and Foul Sewage Assessment</p>
	<p>Householder Validation List The above observations apply to the householder list although the EA is not a statutory consultee.</p>		Yes – in relation to Flood Risk Assessment

Anonymous	Householder and non-householder – Roof plans. Not required for simple roof forms. Officers will be able to interpret from floor plans and elevations.	Whilst the local planning authority determine the application, the plans are not just for the benefit of the planning authority, but also for residents and other interested parties. Roof plans, even simple ones can be for their benefit. In the instances where the applicant or local planning authority consider that they aren't required, for example, a flat roof for a detached outbuilding, this can be identified and a note attached to the file.	No
	Not helpful to show within the requirements that something may be required. It should be stated when it is required, a pre-assessment checklist should be provided if necessary. Examples listed are contamination assessment, biodiversity survey and report, Transport Statement/Assessment and Travel Plan	The checklist within the Introduction states "but the requirements for each individual application will depend on the proposal, its scale, size and its location" to take account of the matters raised. Should pre-application advice be sought, information on what is required will be included as part of the advice. Alternatively, an applicant may contact the Development Management prior to submitting their application for clarification. Should an application be submitted without either of these two actions being taken, the proposal would be assessed at that time and further information requested if necessary.	No.

	Daylight / sunlight assessment – will a plot by plot assessment be required for every major scheme? Consider a JR would be likely if it is not submitted. Suggest refusal if there is no assessment and the development causes serious concerns.	The Daylight/Sunlight Assessment does not refer to major developments. If a development is likely to have significant impact in relation to day/sunlight, an assessment will be required for those buildings likely to be affected (whether existing or proposed). If the development would not have a significant impact, this information would not be required.	No
	Heads of Terms – if pre-application advice is not sought, it is not possible to establish what obligations are required.	Policy 6 details the ‘heads’ required in terms of obligations. If the information requested is not submitted, it will likely delay the determination of the application due to not being able to commence the drafting of a Planning Obligation.	No However, an additional requirement of provision of solicitors details etc. is recommended.
	Statement of Community Involvement – applicants should be able to choose to submit responses to consultations Statement of Community Involvement – can understand this can be to the applicants benefit. However, it can open a can of worms over who said what...	The supporting text details that where consultation takes place, a statement should be submitted. This has therefore already been addressed. If there is dispute between parties over what has been said or not said, this would be raised as part of the planning application’s consideration. E.g. if a developer was to advise that all neighbours welcomed the proposal, neighbours would be able to object and say that they do not.	No

	Tourism – this should perhaps read Tourism Statement	Agreed	Yes - Under Tourism Statement
	Transport Statement/Assessment – requirement for all major developments is unnecessarily broad, notwithstanding paragraph 111 of the NPPF.	Agreed	This has been amended to “Major developments that would have significant transport implications” – Under Transport Statement/Assessment
	Details of vents etc. It is not always possible to provide these details at planning application stage, or provision could result in abortive costs.	The supporting text states should be submitted. If a proposal is not submitted with such details and the resulting appearance of the building is affected, it is likely that a further planning application will be required in order to have the details assessed.	No
	Biodiversity Survey and Report – description is too vague. Householders will not know if there are protected species. Such reports/surveys can be sought unnecessarily.	Details are provided within the supporting text of the types of developments, locations and buildings that are most likely to comprise habitats for ecology. Any further information can be provide on a case-by-case basis.	No
	A flood risk assessment should not be required for householder applications as this is a substantial cost for applicants. Why is the scope of definitions provided within the householder checklist?	Government guidance in relation to flood risk assessment (https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications) includes the requirement for an FRA to be submitted for householder extensions within flood zones 2 or 3. This guidance states that for householder developments “...but	Yes – Under Flood Risk Assessment

		you may be able to do it yourself if it's for a simple, low risk development, for example a house extension." This information has been referred to within the householder checklist The scope of definitions has been removed.	
	Planning Statement – criteria is meaningless. Should state when it is required.	It is not possible to be prescriptive as there will always be circumstances which are not listed when one is required. The supporting text detailing what a Planning Statement might contain provides context	No
Society for the Protection of Ancient Buildings	We feel it is increasingly important that good quality photographs are submitted with applications. Countless heritage statements for important listed buildings are submitted with no photograph of the building or parts of the building to be changed or altered..... It is not possible for the amenity societies to visit all buildings, therefore high quality photographs (not B&W photocopies) are imperative if we are to give accurate advice and comments. We would suggest that photo requirements should include: - General image showing the building in context (inc neighbours, streetscene or landscape) - Single image of each elevation where practical - Detailed images of items/areas to be altered/removed/demolished. This is especially relevant to window replacement applications.	This is considered reasonable	Yes – Under Historic Assessment

NHS England	<p>We require to be able to assess the impact of developments on health provisions are listed below:</p> <ul style="list-style-type: none"> • Number of dwellings • Postcode for the site to be developed (or closest street), as all of the NHS systems work off postcodes <ul style="list-style-type: none"> • Information on the dwelling type being proposed, e.g.- residential house, residential flats, care home, retirement community, accommodation for the over 55's, student accommodation, etc. If the application is for a combination of dwelling types a breakdown showing how many of each is required so that the correct tariffs can be used to calculate the funding being requested • If student accommodation, retirement communities for the over 55's or care/residential homes, etc., are being proposed we need to know if the rooms will be single or double occupancy as this will affect the workload factor applied in the funding calculations • If the application is linked to any previous applications it is extremely useful if we are informed of the previous application numbers so that we can keep track of how many applications have been submitted for a particular project and ensures we adhere to the pooling regulations • Eastings and Northings for the site (or a map with street names that can be used to identify the exact location) 	The majority of these are reasonable to request although there will be applications, such as Outline, where much of the information will not be known.	Yes – Under Heads of Terms
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Anonymous	Main concern is regarding listed building applications. I could not see any reference to the fact that internal alteration should also be included and details provided of any changes to the internal layout. e.g. New doors or staircases. Also that well informed details of these changes will have to be submitted as part of the application such as drawings of new doors or windows.	This is reasonable.	Yes - Under Historic Assessment
JMAD	Flood Risk Assessments for Householder Applications? This will create a lot more work and expense and could result in the Environment Agency objecting.	Government guidance in relation to flood risk assessment (https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications) includes the requirement for an FRA to be submitted for householder extensions within flood zones 2 or 3. This guidance states that for householder developments "...but you may be able to do it yourself if it's for a simple, low risk development, for example a house extension." This information has been referred to within the householder checklist The scope of definitions has been removed.	No
Black Sluice Internal Drainage Board	Pre-Application – we would like to see more of these, regardless of how trivial they may seem. The earlier applicants are made aware of the need to deal with surface water disposal and flood risk matters the better, even if the site is in Flood Zone 1. There may be no flood risk in Zone 1, but we still need to know how the	This falls outside of the planning application validation requirements. However, consultation with the IDB can take place subject to the applicant agreeing to this.	No

	applicant intends to deal with rainfall run-off. This should also be reflected in any subsequent applications.		
	Outline – as above, it is more vital than ever to get an idea of how surface water from a site is going to be dealt with as early as possible within the application process. Whilst I appreciate that within current planning regulations an FRA or drainage scheme may not be required, I would encourage planning officers to encourage applicants to provide such information as early as possible, just to make the applicant aware that they need to be thinking about schemes now, rather than leave it until Reserved Matters or Full application.	Legislation permits a local planning authority to only request information that is required for the determination of the application. The IDB acknowledge this within their response. It is not possible to update the checklist to require submission at Outline stage.	No
	Reserved Matters – ideally we would like to see firm plans for drainage schemes at this point, or at least a condition stating the requirement to have something in place before Full Application.	At reserved matters stage, either information would be submitted or a condition imposed. This does not require a change to the checklist. There is no ‘full application’ following determination of a reserved matters application.	No
	Full Applications – more often than not, this tends to be the start point for most developments, particularly smaller sites. Provided that planning officers make applicants aware of their responsibilities regarding providing information regarding surface water disposal, and that such information is submitted by the applicant before validation of the application, then this will help the entire process go a lot smoother than is perhaps the case at the present time.	Surface water disposal would be addressed at this stage, either having been submitted for consideration or, where requested, a condition being imposed. It would not fall within the criteria of being reasonably required for the determination of the application.	No

	<p>Permitted Development – this tends to be the IDB’s biggest bug-bear within the planning process, as the IDBs are not consulted at all for these applications. Planning or Building Control officers need to be aware that these applications can have a significant impact on not only drainage, but also on the IDB’s ability to carry out its statutory duties, especially where the proposals are close to watercourses. If a process could be included to either consult the IDBs if there are any known watercourses, or instruct the applicant to consult the IDBs direct, then this would be much appreciated.</p> <p>For reference, the IDBs regard the discharge of ANY water, including treated effluent discharges, as having a significant impact on its managed drainage systems, and not just rainfall run-off. Assume any references to surface water and /or rainfall run-off includes treated water as well.</p>	<p>The majority of developments that are permitted development are not submitted to the Local Planning Authority for confirmation of their lawfulness. Additionally, such developments cannot have additional conditions imposed upon them. A review of the Council’s website will be undertaken to assess whether advice can be provided as well as notification of this request to Building Control, also acknowledging a number of developments will be via an Approved Inspector.</p>	No
	<p><u>Flood Risk Assessments</u> All too often, FRAs do not include any indication of how surface water from any proposed development, particularly small or single developments, is to be dealt with. If an FRA is not required, then some sort of drainage statement should be provided.</p>	<p>Acknowledging that surface water can affect flooding, a FRA is aimed at addressing risk, impact and mitigation of flood water. It is therefore unlikely that a FRA will include details of surface water.</p>	No
	<p><u>IDB Byelaws & the Land Drainage Act 1991 (LDA 91)</u> Whilst it is appreciated that this is not a planning consideration, it would be useful for all planning officers to make themselves aware of IDB requirements and to advise applicant’s accordingly. We don’t expect officers to know</p>	<p>Advice can be provided by planning officers if pre-application advice is sought. Should this not occur, it is more likely that the advice for applicants would be provided as part of the IDBs response to a planning application.</p>	No

	<p>precisely where IDB maintained drains are or what the relevant byelaws may be, but we would expect officers to make applicants aware, as early as possible within the planning process, that if there are watercourses in the vicinity of the proposed development, regardless of how large or small, then they must contact the relevant IDB to find out what will be required of them. This is particularly important where an applicant submits a Full application to start with, without receiving the benefit of advice at Pre-App or Outline.</p>		
	<p><u>Surface Water Disposal</u> As per current policy, SUDs are expected to be used for surface water disposal, particularly for developments over 10 houses. It's good to see that conditions are being included stating these requirements, as well referring to the greenfield rate of 1.4 l/sec/ha. In an ideal world, we would like to see all developments, regardless of size, adopting SUDs, but we know that this cannot always be achieved. We believe that it would be good practice for the planning authorities to encourage sustainable drainage for all developments going forward, to get the message out there such that SUDs becomes the norm.</p> <p>It would be particularly useful if, within any surface water planning condition, a reference could be made which advises the applicant to contact the relevant IDB to seek guidance regarding discharge into any watercourse and any byelaw restrictions. If this is not possible, then it would be good practice to include a standard "Informative" at the end of every</p>	<p>It is not possible to amend legislation at a local level and request SuDs are provided on minor developments. If pre-application advice is sought, encouragement towards SuDs could be provided.</p> <p>A condition cannot be worded as requested, as it would fail the 'tests' within the NPPF. However, an informative could be attached where appropriate. In a number of cases, this already occurs.</p>	No

	<p>planning permission to contact the relevant IDB for their requirements, or at least to refer the applicant to the IDB response letter if one has been received by the planning authority, especially if it is clear that watercourses will be affected by the application.</p>		
	<p><u>Soakaways</u> We have noticed that in the majority of cases surface water discharge is to soakaway, particularly for small or single dwelling developments. However, the IDBs have also become aware that planning officers are not ensuring that suitable proof that soakaways are viable is submitted and checked prior to the issue of planning permission. It is the Boards understanding that if planning officers are not confident with assessing and approving any soakaway percolation test results, or any other surface water schemes, then they should be referring the information to the officers at the LLFA for their approval. It would appear that sometimes this is not the case, and officers are simply allowing soakaways to be used without proof that they will work.</p>	<p>The LLFA deal only with major developments and therefore, whilst advice might sometimes be given on smaller residential schemes, this is not the norm,</p> <p>As noted before surface water drainage can be addressed either as part of the consideration of the application if information is submitted or can reasonably be addressed, when required, via the imposition of a planning condition.</p>	<p>No</p>

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Appendix B



**Validation Checklist
for
Planning and Other Applications**

ADOPTED xxxx

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Introduction

A planning application cannot start to be considered or made valid until it has been received in a completed form; the purpose of this checklist is to provide the necessary prior information so that applicants and agents can be efficient in submitting applications in a correct and completed form. The information requested with any application will be in accordance with the Growth and Infrastructure Act 2013:

- reasonable having regard, in particular, to the nature and scale of the proposed development; and
- require particulars of, or evidence about, a matter only if it is reasonable to think that the matter will be a material consideration in the determination of the application.

The checklist covers a wide range of issues and matters that affect the consideration of applications but the requirements for each individual application will depend on the proposal, its scale, size and its location. A separate and simpler checklist is available and should be used for Householder applications.

The purpose of the checklist is to inform the applicant of the information that is needed to make a complete application in order for the Development Management department to deal with applications in an efficient and timely manner. It should in most cases avoid the need to seek further information during the application process which can cause significant delays or affect the outcome of the application.

The checklist is split into two main parts:

- A. National requirements – these are mandatory
- B. Local requirements – these are determined by the Council and the submission of this information will vary depending on the nature of the proposal.

Submitting Applications

We recommend the submission of applications electronically via the Planning Portal – www.planningportal.co.uk. Payment of application fees can also be made via the Planning Portal, by paying by cheque or over the phone by credit or debit card (01205 314305).

If you choose to submit a paper copy of your application, you will need to provide one copy of all documents and forms, unless you have already been advised that more paper copies are required.

- You can help us to process your application more quickly by:
 - Submitting your application online and making payment electronically
 - Including all the necessary information
 - Avoiding the use of large file sizes (Maximum file size of 10MB)
 - Including a schedule of the documents submitted
 - Clearly annotating all document files accordingly
 - Agreeing the information requirements with us prior to submission, including the submission of additional copies of documents or CDs if required
 - Corresponding with us by email (planning@boston.gov.uk)

Format of Submissions

It is requested that any personal or sensitive information is removed / redacted from applications/reports etc. prior to their submission. Such information includes signatures, personal phone numbers, personal email addresses and photographs containing images of children and vulnerable adults and vehicle registration numbers.

Any information you consider should be withheld from the public register should be brought to our attention.

Applications will not be invalidated if they have such information, however it might lead to a delay in its registration.

The Validation Process

If you do not submit an application in accordance with the requirements of the checklist we are entitled to declare that there is something missing from the application and this will make it invalid. If this happens, we will set out our reasons for doing so and specify the information required in order to make the application valid. Wherever possible we will seek to do this via email and within 3 working days of receiving your application for minor and other applications and 5 working days for major developments. If you do not agree that a particular piece of information is required to accompany your application, please provide written justification with the application and this will be considered. The Town and Country Planning (Development Management Procedure) (England) Order 2015 (Article 12) sets out the procedure if there is disagreement regarding the information required to make an application valid. If we do not hear from you within 21 days, or the requested information is not received, your submitted application and any associated documents will be returned to you.

If an apparently valid application is later found to be invalid because of a factual or legal inaccuracy or the planning fee is returned as unpaid, the original start date for processing the application will be disregarded. The time from application to decision will start again on the revised validation date.

The time period from application to decision begins the day after a valid planning application and the correct fee (where a fee is payable) has been received. If the application is submitted electronically it will be treated as having been delivered at 9am on the next working day following the date of its transmission. The day a valid application is received counts as day zero. Applications will be marked with the date of receipt from their valid date. We will send a letter to you confirming the validity of the application and the start date of the statutory period for determination.

Pre-application discussions

The Council encourages applicants to contact the Development Management team as early as possible and to engage in pre-application discussions. This can be beneficial in helping applicants to choose the correct type of application to make, to avoid unsuccessful applications, to improve the quality of their schemes and to ensure the correct plans and documents are submitted with their application. This can also save considerable time and avoid the need for repeat applications or appeals. The Council charges for this service but charges are proportionate to the scale of development. A pre-application form and details of charges can be found at <http://www.boston.gov.uk/index.aspx?articleid=3875>

For some larger developments, applicants may also like to contact the Environment Agency or other statutory consultees who may have their own policies and procedures on giving pre-application advice. **The Environment Agency can provide local flood risk data to assist with the preparation of Flood Risk Assessments (FRAs) and offers a pre-application FRA advice and review service**

When pre-application advice is sought and given, the applicant will be expected to show how regard has been made to that advice in the formal application.

A. NATIONAL STATUTORY REQUIREMENTS

These requirements are set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015 and are relevant for applications across England and Wales.

- **All drawings must:**
 - Be at a recognised metric scale
 - Show a north point
 - Include a linear scale bar
- All drawings MUST include a reference number (and highlight any revisions as applicable) as these are referred to in planning conditions.

1. The completed standard application form

Required for all applications

The preferred way of this being submitted is electronically through the Planning Portal but emailed or paper copies will be accepted. Applicants should ensure they select the correct forms for the type of application that is being made. An applicant's name and address should be completed as well as agent details where applicable. Contact details for the applicant (or agent where applicable) should include an email address. All relevant questions should be answered and if not relevant to the application, then the words 'not applicable' should be inserted for clarity.

2. The correct fee

Required for all applications other than works to a tree protected by a Tree Preservation Order and Listed Building Consent unless an exemption or concession applies

Where a fee is necessary it must be provided in accordance with the statutory fee scale. If you consider that no fee is necessary, you should specify the reasons for this view. If, however, no fee is required because the application is a resubmission of a previously refused or withdrawn proposal (and this exemption has not previously been sought by the applicant at any time in the past for the application site), the planning reference number of the previous application should be provided. An up-to-date schedule of fees can be viewed on the Planning Portal's website:

https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf

3. Ownership Certificates and Agricultural Land Declaration

Required for all outline, full and listed building consent applications

One of the following Certificates A, B, C or D must be completed stating the ownership of the property:

- Certificate A: When the applicant is the sole owner;
- Certificate B: When person(s) other than the applicant are known to own part or all of the application site;
- Certificates C and D: When not all or none of the owners of the site are known.
- For this purpose an 'owner' is anyone with a freehold interest, or leasehold interest the unexpired term of which is not less than 7 years.

A Part 1 notice must be sent by the applicant to any owners of the application site other than the applicant if Certificate B has been completed. It may also be required if Certificate C has been completed. A copy must be served on each of the individuals identified in the relevant certificate.

4. Location Plan

Required for all applications.

This should:

- Be up to date and of Ordnance Survey quality;
- Be at a scale of 1:1250 or 1:2500;
- Show a north point;
- Show at least two named roads;
- Show surrounding buildings which are named or numbered;
- Clearly identify the application site with a red edge which should include all the land required to carry out the proposed development (such as land required for access to the site from a public highway);
- Show any other land in the control or ownership of the applicant which is close to or adjacent to the application site with a blue edge; and
- Show the exact location of the application site.

5. Site Plan/Block Plan

Required for all applications.

This should:

- Be at a scale of 1:500 or 1:200;
- Show the direction of North;
- Show the proposed development in relation to the site boundaries and other existing buildings and features on the site; and
- Include written/annotated dimensions between new buildings and site boundaries.

It should also include the following, unless these would not influence or be affected by the proposed development:

- All the buildings, roads and footpaths on land adjoining the site including access arrangements;
- All public rights of way crossing or adjoining the site;
- Any watercourses;
- Any bridges, retaining walls;
- The position of all trees on the site, and those on adjacent land that could influence or be affected by the development;
- The extent and type of any hard surfacing; and
- Boundary treatment including walls or fencing where this is proposed.

6. Design and Access Statements

Required for:

- All major applications (i.e. sites of 10 or more houses, sites of 0.5ha or more where the number of dwellings is unknown, creation of 1000m² floor area within building or buildings, sites of 1ha or more)
- All development within a conservation area where the development is for one or more dwellings, or for a building where the new floor space is 100m² or more
- All applications for Listed Building Consent

Not Required for:

- Applications to remove or modify conditions (material minor amendment applications under s73 of the Town and Country Planning Act 1990;
- Engineering or mining operations;
- Change of use of land and/or buildings;
- Advertisement consent,
- Works to trees,
- Storage of hazardous substances;
- Prior approvals;
- Non-material amendments and
- Reserved Matters.

The Design and Access Statement should explain and justify your proposal in a structured way. It should explain why a proposal has been designed in the manner that is proposed. The level of detail required will depend on the scale and complexity of the application, and the length of the statement will vary accordingly. In short, Design and Access Statements should:

- Explain the design principles and concepts that have been applied to the following aspects of the development: –
 - i) amount
 - ii) layout
 - iii) scale
 - iv) landscaping, and
 - v) appearance.
- Demonstrate the steps taken to appraise the context of the development and how the design of the development takes that context into account in relation to its proposed use;
- **Demonstrate how other assessments, such as the flood risk, may impact or have impacted upon the design of the development in terms of scale, appearance or layout.**
- Explain the policy adopted as to access, and how policies relating to access in relevant local development documents have been taken into account;

- Take into account the impact of the proposal on key gateway and waterfront locations;
- State what, if any, consultation has been undertaken on issues relating to access to the development and what account has been taken of the outcome of any such consultation; and
- Explain how any specific issues which might affect access to the development have been addressed.

When an application is submitted in parallel with an application requiring a heritage statement, a single combined Design and Access Statement could be included as part of the explanation and justification for the design approach. The combined statement should include the details above as well as the additional requirements in relation to Heritage Statements (please refer to Heritage Statements under Local Requirements).

Further information/policy background:

Policy 29: The Historic Environment of the South East Lincolnshire Local Plan 2011-2036

The Town and Country Planning (Development Management Procedure) (England) Order 2015

<https://www.gov.uk/guidance/making-an-application#Design-and-Access-Statement>

7. Environmental Statement

Required for development listed under Schedule 1 and may be required for developments defined within Schedule 2 of The Town and Country Planning (Environmental Impact Assessment) Regulations 2017

The aim of Environmental Impact Assessment is to protect the environment by ensuring that a local planning authority when deciding whether to grant planning permission for a project which is likely to have significant effects on the environment, does so in the full knowledge of the likely significant effects, and takes these into account in the decision making process. The Regulations only apply to certain types of development and/or projects; they set out a procedure for identifying those projects which should be subject to an Environmental Impact Assessment, and for assessing, consulting and coming to a decision on those projects which are likely to have significant environmental effects.

Screening

The first stage is called 'Screening' and is used to determine whether a proposed project falls within the remit of the Regulations, whether it is likely to have a significant effect on the environment and therefore requires an Environmental Assessment. Certain developments/projects at stated thresholds are listed within Schedule 1 of the Regulations and these will always require an Environmental Statement. Other developments and projects are listed under Schedule 2 of the Regulations and where proposals fall within these descriptions and thresholds. It is for the Local Planning Authority to carry out a 'Screening Opinion' to determine whether an Environmental Statement is required. Where development may require an Environmental Statement, the applicant can make a Screening Request in writing by supplying the following information as listed under Regulation 8 of the Regulations:-

- a plan sufficient to identify the land;
- a description of the development, including in particular –
 - a description of the physical characteristics of the whole development and, where relevant, of demolition works;

- a description of the location of the development, with particular regard to the environmental sensitivity of geographical areas likely to be affected;
- a description of the aspects of the environment likely to be significantly affected by the development; and
- to the extent that the information is available, a description of any likely significant effects of the development on the environment resulting from-
 - the expected residues and emissions and the production of waste, where relevant; and
 - the use of natural resources, in particular soil, land, water and biodiversity.

A person requesting a screening opinion may also provide details of any features of the proposed development and any measures envisaged to avoid or prevent what otherwise might have been significant adverse effects on the environment.

Scoping

Where an Environmental Statement is necessary, the applicant is not required to consult anyone on the content of the Statement before its preparation and submission with a planning application but applicants will find it useful to do so – this is called the ‘Scoping’ of an Environmental Assessment and provides the Authority’s opinion as to the scope and level of detail of the further information to be provided in the Environmental Statement. A request should include the following (Regulation 10):-

- a plan sufficient to identify the land;
- a description of the proposed development, including its location and technical capacity;
- an explanation of the likely significant effects of the development on the environment; and
- such other information or representations as the person making the request may wish to provide or make.

Environmental Statement (ES)

An Environmental Statement (ES) is defined under Regulation 14 and must contain the information specified in Schedule 4 of the Regulations. It may consist of one or more documents, but it must constitute a single compilation of those documents into a single Statement. It must include a non-technical summary (of the information under paragraphs 1 to 8 of Schedule 4) and be prepared by a competent expert which should be set out in a statement outlining the relevant expertise or qualifications of such experts. Where a scoping opinion has been issued, the ES should be based upon the most recent scoping opinion adopted and include the information reasonably required for reaching a reasoned conclusion on the significant effects of the development on the environment, taking into account current knowledge and methods of assessment and should also take into account the results of any relevant UK environmental assessment which is reasonably available to the applicant. The ES should be proportionate and have its main emphasis on the significant environmental effects and not be any longer than is necessary to properly address those effects. Impacts which have little or no significance for the particular development in question will need only very brief treatment to indicate that their possible relevance has been considered. Schedule 4 also allows for the submission of mitigation measures that are envisaged to offset the significant adverse effects on the environment that are identified in the ES.

Further information/policy background:

Town and Country Planning (Environmental Impact Assessment) Regulations 2017 (SI 2017 No.571

The National Planning Practice Guidance - <https://www.gov.uk/guidance/environmental->

B. LOCAL REQUIREMENTS

The list below captures the majority of types of documents and additional information that will be necessary to be prepared and submitted with planning applications. The requirements for each application will depend on the type of development, its scale and the nature of the constraints relating to its location. The list is not completely exhaustive and there may be occasions where further information is required. Advice at the pre-application stage should be sought for clarification of these requirements.

Where reference is made to a Major application, this relates to the definition contained within the Town and Country Planning (Development Management Procedure)(England) Order 2015:-

“major development” means development involving any one or more of the following—

- (a) the provision of dwellinghouses where—
 - (i) the number of dwellinghouses to be provided is 10 or more; or*
 - (ii) the development is to be carried out on a site having an area of 0.5 hectares or more and it is not known whether the development falls within subparagraph (c)(i);**
- (b) the provision of a building or buildings where the floor space to be created by the development is 1,000 square metres or more; or*
- (c) development carried out on a site having an area of 1 hectare or more.*

PLANS

1. Existing and Proposed Floor Plans

Required for all applications where:

- **New floor space is proposed**
- **A change in the use of the floor space is proposed**

These should:

- Be drawn to a recognised metric scale, preferably 1:50 or 1:100;
- Include written/annotated external dimensions of new buildings/extensions;
- Explain the proposal in detail;
- Clearly show any existing walls or buildings to be demolished; and
- Show the development in context with any adjacent buildings (including property numbers where applicable).

2. Existing and Proposed Elevations

Required for all applications where:

- **New elevations are proposed; or**
- **Existing elevations are altered**

These should:

- Be drawn to a recognised metric scale, preferably 1:50 or 1:100;
- Include written/annotated external dimensions of new buildings/extensions
- Explain the proposal in detail;
- Show details of the existing building and those for the proposed development;
- Show all sides of the property (including any blank elevations) and indicate where possible the building materials and the style, materials and finish of windows and doors;
- Correspond exactly with the plan drawings; and
- Clearly show the relationship with any adjoining buildings or buildings in close proximity and provide details of the positions of any window or door openings on each building.

3. Existing and proposed site sections and finished floor and site levels

Required for applications:

- **Where a proposal involves a change in ground levels – drawings should be submitted to show both existing and finished site and floor levels, or**
- **On sloping sites – information is required concerning alterations to levels, the way in which a proposal sits within the site and in particular the relative levels between existing and proposed land and buildings**

These should:

- Be drawn to a recognised metric scale, preferably at 1:50 or 1:100;
- Show a cross section through the proposed building(s);
- Demonstrate how the proposed building(s) relates to existing site levels and to neighbouring development;
- Ensure that levels relate to a fixed datum point off site;
- Provide a full Topographical Survey for major proposals; and
- Include a section of existing/proposed access onto the local road network where applicable.

4. Roof plans

Required for applications where new roof details are proposed

These should:

- Be drawn to a recognised metric scale, preferably at 1:50 or 1:100; and
- Include details of roofing materials, vents etc.

APPLICATION TYPES or PROPOSALS

A separate checklist has been created for householder applications as these require less information.

1. Advertisements

Required for all advertisement applications

All plans to be drawn at a minimum scale of 1:50, or 1:100. Plans should be proportionate to the nature and size of the proposal, correctly titled, with individual drawing numbers on each plan. All sides of the proposal must be shown and these should indicate, where possible, the proposed building materials and the style, materials and finish of windows and doors. Blank elevations must also be included; if only to show that this is in fact the case.

Plans, elevations and sections

Show the following details on drawings:

- submit existing and proposed sections through any fascia or projecting sign making sure the section is cut through to show the illumination at scale 1:20.

For those illuminated:

- the method, type and colour of illumination
- is it externally or internally lit?
- type of lighting – spot lights, trough lights, halo illumination?
- the size of the light fittings
- levels of luminaires (cd/m²) or Lux

Further information/policy background:

Planning

Practice

Guidance

–

https://www.planningportal.co.uk/info/200136/policy_and_legislation

2. Outline Planning Applications

Required for all outline planning applications

These applications are generally only appropriate for new build developments outside conservation areas and are not appropriate for changes of use, or for proposals which are within or adjacent to a conservation area or involve development to or adjacent to a listed building.

Where access is a reserved matter there is a requirement to indicate where access points to the development would be situated.

If access is to be determined at the outline stage all transport matters must be dealt with in detail, including the submission of a Transport Assessment where necessary.

Plans should be proportionate to the nature and size of the proposal, correctly titled, with individual drawing numbers on each plan.

The Council reserves the right to request further information in the form of e.g. indicative drawings and other supplementary documents, if it is not possible to determine the application on the reserved matters indicated (Article 5 of the Town and Country Planning (Development Management Procedure) (England) Order 2015).

Further information/policy background:

Town and Country Planning (Development Management Procedure) (England) Order 2015

3. Plant and Flue Drawings

Required for installation of plant, flues, ventilation, extraction or air conditioning equipment.

Plans, elevations and sections to:

- Show equipment, ducting and acoustic enclosures or screening on plans, elevations and sections
- Show the location of neighbouring windows on drawings cross referenced to the acoustic report

Plans should be proportionate to the nature and size of the proposal, correctly titled, with individual drawing numbers on each plan.

4. Shop Fronts

Required for shop fronts

Plans, elevations and sections to show:

- Section of security grilles or shutters, if proposed, indicating the location of the shutter box and canopy. If the proposal affects the access to the upper floors in any way, ground floor plans showing separate access to upper floors
- For proposals including the installation of ATMs, details of height (for disabled access) and details of any illuminated adverts

If advertisements are shown on the plans, these may require a combined planning permission and advertisement consent application.

Further information/policy background:

National Planning Policy Framework 2018, Section 12.

STATEMENTS AND REPORTS

1. Affordable Housing Statement

Required for all developments of 11 or more dwellings or residential developments with an internal floor area of 1,000sqm or more

Affordable housing can be a variety of forms of housing provided at below market rates for eligible persons. Annex 2 of the National Planning Policy Framework 2018 describes affordable housing as affordable housing for rent, starter homes, discount market sales housing and other affordable routes (including shared ownership, relevant equity loans, other low cost homes for sale and rent to buy).

Policy 18: Affordable Housing of the South East Lincolnshire Local Plan 2011-2036 sets out the requirements for affordable housing.

A statement is required which sets out the following:-

- The percentage of affordable housing to be provided on the site
- The tenure of the proposed affordable housing
- The number of bedrooms/dwelling size for affordable housing and starter homes
- Details of the Registered Provider/Housing Association where applicable (for affordable housing)
- Details of an off-site contribution where applicable
- The delivery mechanism for providing and controlling the affordable housing and starter homes

Where an application fails to meet the foregoing requirements, the statement should explain the reasons for that. In the event that the reasons relate to viability, a Viability Assessment must also be submitted the application (prepared by an appropriately qualified person) to demonstrate the level of affordable housing that can be achieved on the site in accordance with Policy 6 of the South East Lincolnshire Local Plan 2011-2036.

Applicants should consult the Housing Department regarding the size, type and tenure of the range of homes needed to meet locally identifiable needs."

Further information/policy background:

National Planning Policy Framework 2018

Policy 18: Affordable Housing of the South East Lincolnshire Local Plan 2011-2036

Policy 6: Developer Contributions of the South East Lincolnshire Local Plan 2011-2036

2. Agricultural **Workers** Statement

Required for applications for agricultural workers dwelling including removal of agricultural habitation condition

The statement should include the following:-

- Details of the agricultural land holding, including but distinguishing between land owned or rented, preferably in the form of a DEFRA map of land registered to the applicant. Where this includes rented land, details of how long the land has been rented and type/duration of tenancy agreement
- The size of the agricultural unit on which the building is to be erected
- Details of existing buildings on the holding, including their location, dimensions and what they are used for
- Details of the farming enterprise, including information about the scale of activities, numbers and types of livestock, breeding activities etc.
- Precise details of how the proposed building is to be used and why it is needed
- Explanation of how the size, design and siting of the building has been arrived at
- For applications relating to agricultural workers dwellings, further details will also be required to either justify the need for a key worker's accommodation or the removal of an occupancy condition. This should include details of existing accommodation on the holding, a history of former dwellings on the holding and when they were sold, profit and loss accounts for the holding over the preceding three year period and in the case of an application removing an agricultural occupancy condition, details of all employment on the agricultural unit, details of a comprehensive marketing exercise (normally over 12 months but could be longer depending on circumstances).

Further information/policy background:

National Planning Policy Framework 2018 paragraph 79

Planning Practice Guidance: <https://www.gov.uk/guidance/national-planning-policy-framework/6-delivering-a-wide-choice-of-high-quality-homes#para055>

3. Air Quality Assessment

Required for all applications except developments within the curtilage of a dwellinghouse

There are currently 2 Air Quality Management Areas (AQMA) in Boston at Haven Bridge and Bargate Bridge.

The East Midlands Air Quality Network has prepared 'Air Quality and Emissions Mitigation – Guidance for Developers' June 2017 provides a methodology for assessing all forms of development and potential air pollution mitigation.

Assessments should be proportionate to the nature and scale of development proposed and the level of concern about air quality and because of this are likely to be locationally specific. The scope and content of supporting information is therefore best discussed and agreed between the Local Planning Authority and the Council's Environmental Health Officers before it is commissioned. Air quality is a consideration in [Environmental Impact Assessment](#), if one is required, and also in a [Habitats Regulations Appropriate Assessment](#).

The following could be included in assessments and be usefully agreed at the outset:

- a description of baseline conditions and how these could change;
- relevant air quality concerns;
- the assessment methods to be adopted and any requirements around verification of modelling air quality;
- sensitive locations;
- the basis for assessing impact and determining the significance of an impact;
- construction phase impact; and/or
- acceptable mitigation measures.

Further information/policy background:

Policy 30: Pollution of the South East Lincolnshire Local Plan 2011-2036

The National Planning Policy Framework 2018

Air Quality - <https://www.gov.uk/guidance/air-quality--3>

Clean Air Zone Framework May 2017 – Department for Environment, Food & Rural Affairs and Department of Transport

4. Biodiversity Survey and Report

Required for all developments which may impact on biodiversity and ecological networks or affect protected species

Biodiversity and ecological networks includes:

- European Sites of International Importance: RAMSAR, **Special** Protection Area (SPA) and Special Area of Conservation (SAC): 1 of each are within the Borough
- UK Sites of National Importance: Site of Special Scientific Interest (SSSI): 1 is within the Borough
- National Nature Reserves (NNR) : there is 1 within the Borough and 5 within 15km of the South East Lincolnshire Local Plan 2011-2036 area
- RSPB managed/owned sites: there are 2 within the Borough
- Local Wildlife Sites

All major housing sites within 10km of The Wash are required to be submitted with a Habitats Regulations Assessment in accordance with Policy 28 of the South East Lincolnshire Local Plan 2011-2036. s

Proposals which may affect any of the other designated biodiversity and ecological networks described above which might affect the flora, fauna, geology or habitat of these areas will require an up to date biodiversity survey/ecological assessment, carried out by a suitably qualified ecologist. n survey and report (Phase 1 Habitat Survey) will also be required for proposals that may affect the habitat of protected species or priority species. This is likely to affect applications for the following:-

- Barn conversions
- Demolition of buildings
- Changes of use or alterations to buildings that affect roof spaces

A biodiversity survey and report (Phase 1 Habit Survey) should include the following information:

- Details about the existing biodiversity interests and protected species found on the development site (including any possible impacts that the new development may have on them)
- Details of any proposed measures to prevent mitigate or compensate for the possible impacts of the proposed development.

Where necessary, an appropriate ecological survey (e.g. walkover, Phase 1 Habitat Survey, National Vegetation Classification or protected species) should include details of any statutory or non-statutory sites, other existing biodiversity interests and protected species or potential for them found on the development site. These will include any significant wildlife habitats or features and any species or potential for them protected under the Wildlife and Countryside Act 1981, Conservation of Habitats and Species Regulations 2010 (as amended by 2017 Regulations) or the Protection of Badgers Act 1992.

Details of any proposed measures necessary to prevent, mitigate or compensate for the possible impacts of the proposed development on both habitats and species will also be required. These may need to include details for long term maintenance and management.

This applies to those types of development requiring an EIA and an Environmental Statement as well as to those where any locally valuable habitats or protected species is involved. Without appropriate surveys, when required, the application may be refused planning permission for insufficient information.

Further information/policy background:

Policy 28: The Natural Environment of the South East Lincolnshire Local Plan 2011-2036

National Planning Policy Framework 2018, Section 15

Further advice may be found in: Planning Practice Guidance – <https://www.gov.uk/guidance/natural-environment>

Further guidance and the Protected Species Trigger List may be found in Association of Local Government Ecologists (ALGE) document on Validation of Planning Applications – Template for Biodiversity and Geological Conservation, <http://www.alge.org.uk/publications/index.php>; and

Publicly Available Specification (PAS) 2010:2006. Planning to halt the loss of biodiversity. Biodiversity Conservation standards for planning in the UK. Code of Practice. British Standards Institute.

5. Daylight/Sunlight Assessment

Required for all applications that may cause significant issues of overshadowing of existing or proposed buildings or adjoining land

This would be required where buildings are in close proximity or there is a difference between storey heights between buildings which may lead to an impact on daylight or

sunlight into habitable rooms or gardens/amenity space.

Further information/policy background:

Policy 2: Development Management of the South East Lincolnshire Local Plan 2011-2036
Building Research Establishment: Site Layout Planning for daylight and sunlight: a good practice guide, 2011

6. Flood Risk Assessment

Required for all developments within Flood Zones 2 and 3, for developments with an application site of 1 hectare or more in Flood Zone 1 and for other developments that may be affected by specific localised flooding issues or contribute to flooding problems within or outside the application site

A Flood Risk Assessment (FRA) should:

- Assess the risks from all forms of flooding to and from the development
- Demonstrate how those flood risks will be managed or mitigated
- Identify opportunities to reduce the probability and consequences of flooding
- Address the requirement for safe access to and from the development in areas at risk of flooding
- **Take account of local and national planning policy and guidance and the best available information on local flood risk**

Further information/policy background:

Policy 4: Approach to Flood Risk of the South East Lincolnshire Local Plan 2011-2036

The National Planning Policy Framework 2018, Section 14

National Planning Practice Guidance - <https://www.gov.uk/guidance/flood-risk-and-coastal-change>

South East Lincolnshire Strategic Flood Risk Assessment (March 2017) - <http://www.southeastlincslocalplan.org/water/>

Environment Agency - <https://www.gov.uk/guidance/developers-get-environmental-advice-on-your-planning-proposals>

The Environment Agency can provide local flood risk data to assist with the preparation of FRAs and offers a pre-application FRA advice and review service.

7. Habitats Regulations Assessment

Required for all major housing developments within 10km of European Sites of international importance: RAMSAR, Special Protection Area (SPA) and Special Area of Conservation (SAC)

The Conservation of Habitats and Species Regulations 2017 ('the Habitats Regulations') transpose the European Habitats Directive 1992 and the Wild Birds Directive 2009 ('the Directives') into English law.

The Habitats Regulations require the Local Planning Authority to 'secure compliance' with the requirements of the Directives when specifically discharging its nature conservation

functions and to have regard to the requirements of the Directives when exercising all of its other functions (Regulation 9).

The Planning Authority becomes a 'competent authority' under the Regulations when determining planning applications that will or may affect European Sites (for example classified SPAs and designated SACs).

In accordance with the Habitats Regulations, a formal assessment of the implications of a development that may be capable of affecting the designated interest features of European Sites is required before determining the application. The Assessment is required to be submitted by the applicant and comprises several distinct stages collectively described as a 'Habitats Regulations Assessment' (or HRA).

For any development which is not wholly directly connected with or necessary to the conservation management of the site's qualifying features, this will include formal *screening* for any Likely Significant Effects (either alone or in combination with other developments). Where these effects cannot be excluded, assessing them in more detail through an *appropriate assessment* (AA) is required to ascertain that an adverse effect on the *integrity* of the site can be ruled out. Where such an adverse effect on the site cannot be ruled out, and no *alternative solutions* can be identified, then the development can only then proceed if there are *imperative reasons of over-riding public interest* and if the necessary *compensatory measures* can be secured.

The HRA must be submitted with any proposal that may affect a European Site(s) for assessment. Where the project-level HRA concludes that avoidance and/or mitigation measures are required, it is expected that Suitable Alternative Natural Greenspace (SANGs) should be provided either on-site and/or through a financial contribution to provide and/or enhance natural greenspace in the locality in accordance with Policy 28 of the South East Lincolnshire Local Plan 2011-2036

Further information/policy background:

Policy 28: The Natural Environment of the South East Lincolnshire Local Plan 2011-2036

8. Historic Environment Assessments and Evaluations

Required for applications to:

- **Alter, demolish, extend a listed building or a building within a conservation area**
- **Development that may affect the setting of a listed building or conservation area**
- **Works that may affect a Scheduled Ancient Monument or its setting**
- **Works to a historic park or garden**
- **Works affecting a known or suspected archaeological site**

This is required for heritage assets which includes Conservation Areas, Listed Buildings, Archaeological sites, Scheduled Monuments, Registered Parks/Gardens of Special Historic Interest and Non-designated heritage assets that are of local historic, architectural or cultural value including locally listed buildings identified by the Local Planning Authority (LPA). Non-designated heritage assets can be identified by the LPA during its consideration of an application. In these circumstances, the applicant would be requested to submit a Heritage Statement during the course of the application.

The degree of detail provided in the Assessment should be proportionate to the importance of the heritage asset(s) that may be affected and the works proposed. For example, works to listed buildings or demolition of a building/structure in a conservation area will require greater detail than for example, the replacement of a boundary wall in a conservation area. Paragraph 187 of the NPPF states that as a minimum, the relevant historic environment

record, held by Lincolnshire County Council, should have been consulted and the heritage assets assessed using appropriate expertise where necessary.

A **Historical Environment Assessment and Evaluation** should include:-

- An assessment of significance of the heritage asset including any contribution made to its setting. The assessment should identify and describe all the heritage assets that may be affected by the proposed development and assess their heritage significance, and in particular, assess the significance of those parts of the building/site affected by the proposed works. The description of the asset(s) should normally go beyond simply quoting published material such as a list description or Historic Environment Record (HER) entry, because it should enable the reader to understand the potential impact of the proposals on the significance. Well captioned photographs and other illustrations are very useful as a substitute for text and can help to keep a statement concise and to the point.
- A clear description of the proposed development. In particular, details of those aspects of the work that are likely to affect the significance of the heritage asset(s) or their setting. Where appropriate, this could include a schedule, method statement and/or specification of works.
- An **evaluation** of the impacts of the proposals on the significance of the heritage asset and/or its setting
- Justification for the proposed works and any mitigation measures. Explain why the proposed works are desirable or necessary and what steps have been taken to avoid, minimise or mitigate any harm to the significance of the heritage asset. If the works include any elements which result in harm to heritage, the assessment provides an opportunity to explain what issues you consider weigh in favour of the proposal(s).
- **Good quality colour photographs comprising:**
 - a general image showing the building in context (incl. neighbours, streetscene or landscape)
 - Single image of each elevation where practical
 - Detailed images of items/areas to be altered/removed/demolished. (This is especially relevant to window replacement applications).
- **Details should be provided of any changes to the internal layout. e.g. new doors or staircases. Drawings of new doors or windows will need to be provided at a scale of not less than 1:20**

A **Historical Environment Assessment and Evaluation** can form part of a Design and Access Statement.

Further information/policy background:

Policy 29: The Historic Environment of the South East Lincolnshire Local Plan 2011-2036

Various Conservation Area Appraisals

Lincolnshire

Historic

Environment

Record

-

<https://www.lincolnshire.gov.uk/residents/environment-and-planning/conservation/historic-environment-record/36930.article>

9. Land Contamination Assessment

Required for all applications where:

- **Contamination is known or suspected**
- **Development is proposed within 250m of a current or former landfill site**
- **The proposed use involves residential, schools or hospital development, allotments or other uses that are vulnerable to ground contamination**

In most cases a Phase I Desk Top Study (preliminary risk assessment) will be sufficient at the application stage. There will be some cases, however, when the known risks are so severe that intrusive site investigations (Phase II) also need to be submitted with the assessment.

In the above situations, we also recommend that developers arrange pre-application discussions with the LPA, Environmental Health, Environment Agency & Building Control to help identify the likelihood, possible extent and nature of contamination, and its implications for the development being considered.

Further information/policy background:

Policy 30: Pollution of the South East Lincolnshire Local Plan 2011-2036

10. Landscape and Visual Impact Assessments

Required for developments in the rural area such as residential or commercial development or development of wind turbines that is likely to have a significant impact on the landscape in the open countryside.

In respect of residential development, this would normally only apply to major applications.

A Landscape and Visual Impact Assessment (LVIA) combines the magnitude of change with the sensitivity of the landscape to the proposed development, which provides a measure of the significance of the effect. The Assessment will also consider the extent to which the long term landscape and visual effects are significant. A LVIA should be undertaken by a qualified landscape professional and follow an appropriate methodology. In some cases, particularly where the proposal would result in a change to the landscape, the LVIA should also include a Landscape Analysis and Management Plan.

Further information/policy background:

Policy 3: Design of New Development of the South East Lincolnshire Local Plan 2011-2036

Guidelines for Landscape and Visual Impact Assessment published jointly by the Landscape Institute and the Institute of Environmental Management and Assessment in 2013.

11. Landscaping Scheme

Required for the following (apart from outline applications where landscaping has been accepted as a reserved matter):

- **New dwellings**
- **Institutional, training, educational or residential accommodation**
- **Industrial, commercial, office, retail or leisure development**
- **New car parks**
- **Large extensions to existing premises**
- **Works by statutory undertakers**

where existing and proposed landscaping would contribute to the acceptability of the proposed scheme

A landscaping scheme should identify the main areas of hard and soft landscaping proposals on a site layout, indicating existing and proposed planting. For major applications or where landscaping is likely to be of material importance to the proposal, a more detailed landscaping scheme should be provided which should include the following:

- A detailed plan of the hard and soft landscaping proposals
- Plant species, planting heights, planting densities, seeding mixes
- Details of how existing planting will be protected during construction should also be provided
- Methods of cultivation and plant establishment, including staking and mulching
- Details of levels, paving treatment and materials
- Details of long-term maintenance and landscape management

Further information/policy background:

Policy 28: The Natural Environment of the South East Lincolnshire Local Plan 2011-2036

12. Lighting Assessment

Required for applications involving floodlighting near sensitive areas such as residential properties, heritage assets, protected wildlife and countryside or applications to discharge conditions relating to lighting

A lighting assessment should be based on a Lighting Plan, providing details of the intensity of external light measured in Lux (one lumen per square metre), showing the distribution and intensity of light as contours both within and on land/buildings surrounding the application site. This should normally be carried out by a lighting engineer. Details, positions, heights, beam orientation and the design of the luminaires should also be included, as well as details of any lighting shields to be used. The Assessment should show how the lighting has been designed to avoid light spillage, glare and light nuisance into or onto surrounding properties or sensitive areas. Where applicable, such as floodlighting on

sports pitches, the hours of use when floodlighting is intended to be used (and any mechanism for the auto switch off of lighting) should also be provided.

Further information/policy background:

Policy 2: Development Management of the South East Lincolnshire Local Plan 2011-2036

Policy 3: Design of New Development of the South East Lincolnshire Local Plan 2011-2036

Policy 30: Pollution of the South East Lincolnshire Local Plan 2011-2036

Policy 33: Delivering a More Sustainable Transport Network of the South East Lincolnshire Local Plan 2011-2036

13. Marketing Statement

Required for applications:-

- involving the loss of **unallocated** employment land **or buildings to non-employment uses**
- involving the loss of as **Asset of Community Value**, such as a village shop, post office, public house, community centre, theatre etc.

This should set out the steps that have been taken to actively market the site for its continued use for employment purpose or specific use that has a community function, as applicable. The statement should describe the extent of the marketing, the time periods when this has taken place, what this has involved (with evidence of particulars) and show that the expectations of the marketing have been reasonable and flexible. The statement should also provide details of all the interest that has been expressed in the site/property as a result of the marketing being carried out.

Further information/policy background:

Policy 7: Improving South East Lincolnshire's Employment Land Portfolio of the South East Lincolnshire Local Plan 2011-2036

Policy 32: Community, Health and Well-Being of the South East Lincolnshire Local Plan 2011-2036

14. Noise Impact Assessment

Required for applications:-

- which involve noisy uses (including vibration) and may cause of a loss of amenity
- Which involve **the introduction of a noise sensitive use** to an existing noisy area

A noise assessment will be required where a proposal may impact on levels of existing amenities (such as from industrial processes, plant, machinery, traffic, music, late night activity) or would potentially lead to **unacceptable** standards of amenity for new occupiers of the development (such as housing) due to existing levels of background noise. Where applicable,

noise assessments should detail any measures that would satisfactorily mitigate against the identified impacts on amenity. It is equally important that new development involving noisy activities should wherever possible be sited away from noise sensitive uses. Measures should be explored that could be taken to control the source of or limit the exposure to noise. Paragraph 170 of the National Planning Policy Framework contains guidance on this matter.

Further information/policy background:

Policy 30: Pollution of the South East Lincolnshire Local Plan 2011-2036

British Standard (BS) 4142: 2014 - Method for Rating Industrial Noise Affecting Mixed Residential and Industrial Areas.

British Standard (BS) 8233:2014 - Guidance on sound insulation and noise reduction for buildings Noise Policy Statement for England, Defra (2010)

15. Open Space Assessment

Required for applications:-

- **which involve the loss or partial loss of existing open space, including areas of public open space and major open areas**
- **All major residential developments**

The Assessment should quantify the amount, quality and type of open space that would be lost as a result of the proposal and assess the quantitative and qualitative impact on the overall supply in the local area. Reference should be made to the typologies of open space (parks, natural and semi- natural open space, amenity green space, sports pitches, play facilities for children and young people, allotments, cemeteries and churchyards and green corridors). Where a proposal would lead to a deficit in supply of open space, including playing pitches, then details of any replacement provision should be provided within the assessment. For playing pitches, Sport England provides specific advice on the level of information that is required.

In respect of residential developments, the applicant should identify the requirements for on and off-site provision of open space typologies and play area provision. Where off-site provision is appropriate, then details of an off-site financial contribution and how it is proposed to be used should be provided.

Where the proposal would result in a loss of open space, the assessment should incorporate a Green Infrastructure Audit of the affected open space and include measures for the following:-

- How the functions of the green infrastructure will be retained or enhanced as a result of the proposal; or
- Where the loss or negative impact on the green infrastructure is unavoidable, the mitigation measures that are proposed or replacement of the green infrastructure.

Further information/policy background:

Policy 3: Design of New Development of the South East Lincolnshire Local Plan 2011-2036

Policy 32: Community, Health and Well-Being of the South East Lincolnshire Local Plan 2011-2036

Sport England - www.sportengland.org/planningapplications

Planning Practice Guidance - <https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space>

16. Parking and Access Arrangements

Required for all applications:-

- which will generate traffic or increase demand for parking
- will require servicing
- will result in the loss of existing parking or servicing provision

Parking for the appropriate type, size and number of cars and other vehicles, and servicing to cater for deliveries, refuse vehicles etc., and turning areas, should be provided on a detailed site layout, including swept paths where necessary. This shall demonstrate that the site is capable of being serviced by the largest vehicles that will visit the site and/or allows vehicles to enter/leave in forward gear. Where parking provision would not comply with the Council's car parking standards, any mitigation measures and impacts to on-street parking should be assessed. Details of secure motorcycle and cycle parking should be included within the submitted plans. Electric charging points are being sought for both residential and non-residential development in order to ensure that developments take account of changes in vehicle technology and also to meet other plan objectives in reducing carbon emissions. The number, location and details of electric charging facilities should be explained in a statement and indicated on a proposed car parking layout.

Further information/policy background:

Policy 2: Development Management of the South East Lincolnshire Local Plan 2011-2036

Policy 36: Vehicle and Cycle Parking of the South East Lincolnshire Local Plan 2011-2036

17. Planning Obligations/Draft Heads of Terms

Required for all applications that will require a planning obligation/section 106 Agreement

These are normally only required for major developments where contributions are required to facilitate the provision of affordable housing, infrastructure, open space, education or community needs or to secure specific requirements that cannot be suitably dealt with by a planning condition. Where these requirements can be anticipated to make a development acceptable, a Draft Heads of Terms for a legal agreement or unilateral undertaking (under section 106 of the Town and Country Planning Act 1990) should be submitted with an application. **Additionally, solicitor details (name, address, email and phone number), recent copy of Land Registry Title and who you would like to draft the agreement is requested.**

Where contributions are likely in respect of healthcare, where known the following information should be provided. This may be within the Heads of Terms of within a

separate section within the Planning Statement when one is submitted:

- Number of dwellings
- Postcode for the site (or closest street)

- Information on the dwelling type being proposed, e.g. residential house, residential flats, care home, retirement community, accommodation for the over 55's, student accommodation, etc. If the application is for a combination of dwelling types a breakdown showing how many of each is requested
- If student accommodation, retirement communities for the over 55's or care/residential homes, etc., are being proposed, please detail whether the rooms will be single or double occupancy
- Application of any previous application(s) submitted on the site for related developments

Further information/policy background:

Policy 6: Developer Contributions of the South East Lincolnshire Local Plan 2011-2036
The National Planning Practice Guidance - <https://www.gov.uk/guidance/planning-obligations>
Regulation 122 of The Community Infrastructure Levy Regulations 2010

18. Planning Statement

Required for:-

- **all major planning applications**
- **applications that are not in accordance with the development plan**
- **proposals that require detailed policy consideration**

This should provide an explanation and justification for the proposals in the context of relevant national and local plan policies. A suitable statement may include:

- An assessment of the site and its context
- A description of the proposed development
- An assessment of the relevant planning policy and an appraisal of how the proposal accords with that policy context
- The need for the development and any benefits that would arise from the proposed development (such as economic benefits from new employment, provision of community facilities, affordable housing, environmental improvements, regeneration etc.)

19. Public Rights of Way

Required for all applications affecting a public right of way

Public rights of way are identified and described on a Definitive Map & Statement which is held by Lincolnshire County Council and can be viewed on their web site (see below) or offices. Public rights of way include the following:

- footpaths - for walking, running, mobility scooters or powered wheelchairs

- bridleways - for walking, horse riding, bicycles, mobility scooters or powered wheelchairs
- restricted byways - for any transport without a motor and mobility scooters or powered wheelchairs
- byways open to all traffic - for any kind of transport, including cars (but are mainly used by walkers, cyclists and horse riders)

Where a public right of way crosses an application site or is in close proximity or passes along an access route to the proposed site or is otherwise affected by the proposed development, then the route of the right of way must be clearly marked on a proposed site plan at a scale where its distance from any development can be measured (such as 1:200 or in some cases, 1:100 may also be necessary). In the event that the proposal would require a diversion of a public right of way, the existing and diverted routes should be identified and clearly labelled on a site plan. A statement should be included in the application to explain why the diversion is necessary as well as an assessment of how it would affect the enjoyment and convenience of the use of the public right of way. The impact of the proposal on the public right of way would be a material consideration in determining the planning application but if granted, would not authorise any proposed diversion as this would need to be subject to a separate application for a diversion order that can be made under either the Highways Act 1980 or the Town and Country Planning Act 1990.

Further information/policy background:

Policy 33: Delivering a More Sustainable Transport Network of the South East Lincolnshire Local Plan 2011-2036

National Planning Policy Guidance - <https://www.gov.uk/guidance/open-space-sports-and-recreation-facilities-public-rights-of-way-and-local-green-space>

Lincolnshire County Council - <http://row.lincolnshire.gov.uk/>

20. Retail and other Main Town Centre Use Assessment

Required for:

- **A sequential assessment is required for all applications for main town centre uses* that are not in an existing centre and are not in accordance with the South East Lincolnshire Local Plan 2011-2036; or**
- **An Impact Assessment is required for all applications for main town centre uses of 500sqm or more located outside of Boston's Town Centre (except for sites located within Kirton but outside Kirton's Town Centre, where the threshold is 250 sqm or more)?**

*Main town centre uses are defined at Annex 2 'Glossary' of the National Planning Policy Framework 2018 and include retail, leisure, hotel and office development.

The document should provide an assessment of the development's impact on existing centres. It should take into account any recently completed developments and any outstanding permissions. It should include both quantitative and qualitative information relating to the need for the development. Retail applications in edge of centre or out of centre locations must be accompanied by evidence demonstrating that there is a need for the development and that a sequential approach to site selection has been followed.

Further information/policy background:

Policy 24: The Retail Hierarchy of the South East Lincolnshire Local Plan 2011-2036
National Planning Policy Framework 2018, Section 7

21. Statement of Community Involvement

Required for all applications where pre-application consultation has taken place with the local community

The National Planning Policy Framework advises local planning authorities to encourage developers to engage with the local community before submitting their planning application

The Council will encourage developers to undertake early community consultation particularly for planning proposals that may give rise to local controversy, those that are on sensitive sites or those that are significant in scale. Where pre-application community consultation takes place (which may include local public exhibitions, notices in the press and around the site, notification to local councillors and Parish Councils), a statement should be submitted to describe how, when and where consultation has taken place; a summary of the level and content of responses; and, any changes that have been made to the proposed scheme to take account of those responses.

Further information/policy background:

Boston Borough Council's Statement of Community Involvement (SCI) 2012
National Planning Policy Framework 2018, Section 4

22. Structural Survey

Required for:-

- **Applications to convert and re-use buildings such as barn conversions or historic assets (listed or locally listed buildings or buildings within a conservation area)**
- **Applications which involve substantial or total demolition of listed, locally listed or other buildings within a conservation area**
- **Applications to replace existing dwellings in the countryside**

The structural survey should be carried out by a suitably qualified professional (such as a structural surveyor) to provide a specialist report on the condition of the building and its suitability for adaptation for the proposed new use. The report should identify any requirements for replacement or re-building of any parts of the walls, roof and foundations of the building or the need for new structural elements.

Further information/policy background:

Policy 22: Replacement Dwellings in the Countryside of the South East Lincolnshire Local Plan 2011-2036

Policy 23: The Reuse of Buildings in the Countryside for Residential Use of the South East Lincolnshire Local Plan 2011-2036

Policy 29: The Historic Environment of the South East Lincolnshire Local Plan 2011-2036

23. Summary of Application

Required for all applications which are made with supporting documents that in total exceed 100 pages in length

A summary should provide an overview of the documents submitted with the application and a description of the key impacts of the development. The summary document should be easy to read, concise and no more than 20 pages.

24. Sustainable Drainage Assessment

Required for all major applications

The Flood and Water Management Act 2010 sets out the requirement for Local Lead Flood Authority's (LLFAs) to manage 'local' flood risk within their area. 'Local' flood risk refers to flooding or flood risk from surface water, groundwater or from ordinary watercourses. Lincolnshire County Council is the Local Lead Flood Authority (LLFA). **In addition to reducing flood risk Sustainable Drainage Systems (SuDS) can promote groundwater recharge, help absorb diffuse pollutants, improve water quality and create habitat. Development proposals will need to consider the scope to provide cross-cutting benefits through making space for water and biodiversity enhancements.**

Each proposal will need to demonstrate that drainage will be handled in the most sustainable manner which usually means at source using sustainable drainage systems rather than through treatment and processing.

Further information/policy background:

Policy 2: Development Management of the South East Lincolnshire Local Plan 2011-2036

Policy 4: Strategic Approach to Flood Risk of the South East Lincolnshire Local Plan 2011-2036

National Planning Policy Framework 2018 (Paragraph 163)

National Planning Practice Guidance -
<https://www.gov.uk/government/publications/sustainable-drainage-systems-non-statutory-technical-standards>

Construction Industry Research and Information Association (CIRIA) SUDS manual C753, 2015

25. Telecommunications Development Supplementary Information

Required for all planning applications for telecommunications development

The Supplementary Information should include the following:-

- A statement of compliance with the ICNIRP guidelines
- An assessment of alternative sites, including mast sharing options which have been considered and the reasons why they have been found to be unsuitable
- An explanation as to why the proposed development is required, including coverage maps where appropriate
- Details and outcomes of pre-application discussions

Further information/policy background:

Policy 2: Development Management of the South East Lincolnshire Local Plan 2011-2036
National Planning Policy Framework 2018, Section 10

26. Tourism **Statement**

Required for all applications for tourist facilities and developments

These applications should be accompanied by a Statement to demonstrate how the proposal will meet national and local plan policies and ensure that the development is satisfactorily integrated into the local and/or rural landscape. Such a Statement could include details of tourism markets and evidence of levels of demand, anticipated revenues and details of the anticipated economic impact in the locality and at a wider scale

Further information/policy background:

Policy 9: Promoting a Stronger Visitor Economy of the South East Lincolnshire Local Plan 2011-2036
National Planning Policy Framework, Section 6

27. Transport Statement/Assessment and Travel Plan

Required for:

- **Major developments that would have significant transport implications**

Paragraph 111 of the National Planning Policy Framework 2018 sets out that all developments that generate significant amounts of transport movement should be required to provide a Travel Plan and the application supported by a Transport Statement or Transport Assessment.

Transport Assessments are thorough assessments of the transport implications of development, and Transport Statements are a 'lighter-touch' evaluation to be used where this would be more proportionate to the potential impact of the development (i.e. in the case of developments with anticipated limited transport impacts). The primary purpose of a Travel

Plan is to identify opportunities for the effective promotion and delivery of sustainable transport initiatives e.g. walking, cycling and public transport to reduce reliance on the car.

Transport Assessments and Statements and Travel Plans should be proportionate to the size and scope of the proposed development to which they relate and build on existing information wherever possible. Agreement should be sought with the Planning Authority and the Lincolnshire Highway Authority as to what level of assessment is required and where a Transport Assessment is required, the scope of the survey and assessment work.

Full details of what should be included within the above documents are available using the following link <https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements>

Further information/policy background:

Policy 33: Delivering a More Sustainable Transport Network of the South East Lincolnshire Local Plan 2011-2036
National Planning Policy Framework 2018, Section 9
National Planning Practice Guidance - <https://www.gov.uk/guidance/travel-plans-transport-assessments-and-statements>

28. Tree Survey/Arboricultural Implications Assessment

Required for all developments affecting trees within or adjacent to the application site

Where there are trees and/or hedges within or adjacent to the site (including street trees) which may be directly or indirectly affected by the development or its construction (such as by service runs, hardstandings, walls or trenches for services), then a tree survey should be prepared by a suitably qualified arboriculturist. All trees and hedges should also be appropriately annotated on a topographical survey plan and a site plan. The Tree Survey and Arboricultural Implications Assessment should have regard to the requirements of BS (British Standard) 5837 (last issued, 2012). The Assessment should categorise the trees/hedges in respect of their species, age, health and condition, visual amenity and impact/recommendations. The Assessment should include a tree removals plan, tree retention plan and a tree (root zone) protection plan (which may all be shown on 1 plan). Any replanting that is proposed to compensate losses can also be shown. The plan should also include details of the type and design of protective fencing to be used and a schedule of the measures to be taken to protect trees and their root zones throughout the construction of the development. Where trees are subject to Tree Preservation Order(s), the Survey and Assessment should make reference to this.

Further information/policy background:

Policy 3: Design of New Development of the South East Lincolnshire Local Plan 2011-2036
BS 5837:2012 Trees in relation to design, demolition and construction – Recommendations

29. Utilities Statement and Foul Sewage Assessment (including Surface Water)

Required for:

- All major applications
- Most rural developments (including farm buildings, stables)
- Developments that will lead to the disposal of trade waste or foul sewage effluent
- Developments that create new areas of hardstanding (relates to surface water)

The detail contained within the statement should be proportionate to the scale of the development and its impacts. In summary, a statement should include the following:

- the availability of utility services and impact of the development on their capacity
- details of any infrastructure such as sub-stations, utility connections, telecommunications equipment or upgrading of services that will be required to cater for the development
- in the case of hardstandings, details of how surface water will be addressed (eg through permeable surfacing materials or soakaways).

It is recommended that pre-application advice is sought from Anglian Water prior to submission and the outcome is included with the application.

Further information/policy background:

Policy 4: Approach to Flood Risk of the South East Lincolnshire Local Plan 2011-2036

Policy 5: Meeting Physical Infrastructure and Service Needs of the South East Lincolnshire Local Plan 2011-2036

National Planning Practice Guidance - <https://www.gov.uk/guidance/water-supply-wastewater-and-water-quality>

30. Ventilation/Extraction Details

Required for all applications for:

- the cooking of food (Classes A3, A4 and A5 of the Use Classes Order)
- Significant retail, business, office, industrial, leisure, hotel, flats in large building or similar development where substantial ventilation and extraction equipment is required

Details of the position and design of ventilation and extraction equipment, including odour abatement measures should be shown on the submitted plans and explained fully in a statement. Given that extraction equipment often has noise implications, details of the noise generated by the equipment should also be provided. The position, height, width and design (including colour treatment) of any flue to be installed should be shown on the proposed plans. The technical specification of all the equipment (such as the manufacturer's details) should also be provided.

Further information/policy background:

Policy 30: Pollution of the South East Lincolnshire Local Plan 2011-2036

31. Viability Assessments

- **Required for all applications where an applicant is claiming that certain infrastructure requirements are unable to be provided due to the financial marginality of a scheme.**

This should be supplemental to a Planning Statement justifying why the required infrastructure requirements are unable to be provided due to the financial viability of a scheme. In accordance with the National Planning Policy Framework 2018, such statements will be made publicly viewable.

Sufficient financial information will need to be provided to enable a full assessment to be made. The Council will seek independent appraisal of the Viability Assessment and Developers are required to pay the Council's costs.

Further information/policy background:

National Planning Policy Framework 2018

National Planning Practice Guidance <https://www.gov.uk/guidance/viability>

Policy 5: Meeting Physical Infrastructure and Service Needs of the South East Lincolnshire Local Plan 2011-2036

Policy 6: Developer Contributions of the South East Lincolnshire Local Plan 2011-2036

Purpose of guidance

This document sets out Boston Borough Council's local requirements for planning applications. This proposed local guidance document has been the subject of a six week period of consultation and the guidance has been adopted for use in validating all applications received after xxx.

The guidance will help applicants to understand the type and extent of the information that will be required from them. It will also ensure that the Local Planning Authority has all the information it needs to determine an application from the outset. The guidance will benefit both the applicant, by ensuring a speedy decision, and the Local Authority by helping to achieve performance targets.

Appendix C



**Shortened Validation Checklist
for
Householders Applications
ADOPTED xxxx**

Introduction

This document is for use by applicants and agents when submitting planning and other related applications. The checklist considers both National Requirements - these are mandatory, and Local Requirements - these are determined by the Borough Council and the submission of this information will vary depending on the nature of the proposal.

Please note that this is a shortened version of the full checklist and is for householder applications only. Please see the full checklist for all other types of application

The checklist will:

- help you to understand the type and extent of information that will be required;
- provide greater certainty;
- enable us to have all the information we need in order to determine the application, draft the planning permission and word any planning conditions required; and
- minimise the risk that we will have to go back to you for more information which can result in unnecessary delays.

Submitting Applications

We recommend the submission of applications electronically via the Planning Portal – www.planningportal.co.uk. Payment of application fees can also be made via the Planning Portal, by paying by cheque or over the phone by credit or debit card (01205 314305).

If you choose to submit a paper copy of your application, you will need to provide one copy of all **relevant** documents and forms, unless you have already been advised that more paper copies are required.

- You can help us to process your application more quickly by:
 - Submitting your application online and making payment electronically
 - Including all the necessary information
 - Avoiding the use of large file sizes (Maximum file size of 10MB)
 - Including a schedule of the documents submitted
 - Clearly annotating all document files accordingly
 - Agreeing the information requirements with us prior to submission, including the submission of additional copies of documents or CDs if required
 - Corresponding with us by email (planning@boston.gov.uk)

Format of Submissions

It is requested that any personal or sensitive information is removed / redacted from applications/reports etc. prior to their submission. Such information includes signatures, personal phone numbers, personal email addresses and photographs containing images of children and vulnerable adults and vehicle registration numbers.

Any information your consider should be withheld from the public register should be

brought to our attention.

Applications will not be invalidated if they have such information, however it might lead to a delay in its registration.

The Validation Process

If you do not submit an application in accordance with the requirements of the checklist we are entitled to declare that there is something missing from the application and this will make it invalid. If this happens, we will set out our reasons for doing so and specify the information required in order to make the application valid. Wherever possible we will seek to do this via email and within 3 working days for a householder proposal. If you do not agree that a particular piece of information is required to accompany your application, please provide written justification with the application and this will be considered. The Town and Country Planning (Development Management Procedure) (England) Order 2015 (Article 12) sets out the procedure if there is disagreement regarding the information required to make an application valid. If we do not hear from you within 21 days, or the requested information is not received, your submitted application and any associated documents will be returned to you.

If an apparently valid application is later found to be invalid because of a factual or legal inaccuracy or the planning fee is returned as unpaid, the original start date for processing the application will be disregarded. The time from application to decision will start again on the revised validation date.

The time period from application to decision begins the day after a valid planning application and the correct fee (where a fee is payable) has been received. If the application is submitted electronically it will be treated as having been delivered at 9am on the next working day following the date of its transmission. The day a valid application is received counts as day zero. Applications will be marked with the date of receipt from their valid date. We will send a letter to you confirming the validity of the application and the start date of the statutory period for determination.

Pre-application discussions

The Council encourages applicants to contact the Development Management team as early as possible and to engage in pre-application discussions. This can be beneficial in helping applicants to choose the correct type of application to make, to avoid unsuccessful applications, to improve the quality of their schemes and to ensure the correct plans and documents are submitted with their application. This can also save considerable time and avoid the need for repeat applications or appeals. The Council charges for this service but charges are proportionate to the scale of development. A pre-application form and details of charges can be found at <http://www.boston.gov.uk/index.aspx?articleid=3875>

When pre-application advice is sought and given, the applicant will be expected to show how regard has been made to that advice in the formal application.

A NATIONAL STATUTORY REQUIREMENTS

These requirements are set out in the Town and Country Planning (Development Management Procedure) (England) Order 2015 and are relevant for applications across England and Wales.

- **All drawings must:**
 - Be at a recognised metric scale
 - Show a north point
 - Include a linear scale bar
- All drawings MUST include a reference number (and highlight any revisions as applicable) as these are referred to in planning conditions.

1. The completed standard application form

Required for all applications

The preferred way of this being submitted is electronically through the Planning Portal but emailed or paper copies will be accepted. Applicants should ensure they select the householder form. An applicant's name and address should be completed as well as agent details where applicable. Contact details for the applicant (or agent where applicable) should include an email address. All relevant questions should be answered and if not relevant to the application, then the words 'not applicable' should be inserted for clarity.

2. The correct fee

Required for all applications other than works to a tree protected by a Tree Preservation Order and Listed Building Consent unless an exemption or concession applies

Where a fee is necessary it must be provided in accordance with the statutory fee scale. If you consider that no fee is necessary, you should specify the reasons for this view. If, however, no fee is required because the application is a resubmission of a previously refused or withdrawn proposal (and this exemption has not previously been sought by the applicant at any time in the past for the application site), the planning reference number of the previous application should be provided. An up-to-date schedule of fees can be viewed on the Planning Portal's website:

https://ecab.planningportal.co.uk/uploads/english_application_fees.pdf

3. Ownership Certificates and Agricultural Land Declaration

Required for all outline, full and listed building consent applications

One of the following Certificates A, B, C or D must be completed stating the ownership of the property:

- Certificate A: When the applicant is the sole owner;
- Certificate B: When person(s) other than the applicant are known to own part or all of the application site;
- Certificates C and D: When not all or none of the owners of the site are known.
- For this purpose an 'owner' is anyone with a freehold interest, or leasehold interest the unexpired term of which is not less than 7 years.

A Part 1 notice must be sent by the applicant to any owners of the application site other than the applicant if Certificate B has been completed. It may also be required if Certificate C has been completed. A copy must be served on each of the individuals identified in the relevant certificate.

4. Location Plan

Required for all applications.

This should:

- Be up to date and of Ordnance Survey quality;
- Be at a scale of 1:1250 or 1:2500;
- Show a north point;
- Show at least two named roads;
- Show surrounding buildings which are named or numbered;
- Clearly identify the application site with a red edge which should include all the land required to carry out the proposed development (such as land required for access to the site from a public highway);
- Show any other land in the control or ownership of the applicant which is close to or adjacent to the application site with a blue edge; and
- Show the exact location of the application site.

5. Site Plan/Block Plan

Required for all applications.

This should:

- Be at a scale of 1:500 or 1:200;
- Show the direction of North;
- Show the proposed development in relation to the site boundaries and other existing buildings and features on the site; and
- Include written/annotated dimensions between new buildings and site boundaries.

It should also include the following, unless these would not influence or be affected by the proposed development:

- All the buildings, roads and footpaths on land adjoining the site including access arrangements;
- All public rights of way crossing or adjoining the site;
- The position of all trees on the site, and those on adjacent land that could influence or be affected by the development;
- The extent and type of any hard surfacing; and
- Boundary treatment including walls or fencing where this is proposed.

A. LOCAL REQUIREMENTS

The list below captures the majority of types of documents and additional information that will be necessary to be prepared and submitted with a householder planning application. Advice at the pre-application stage should be sought for clarification of these requirements.

PLANS

1. Existing and Proposed Floor Plans

Required for all householder applications where new floorspace is proposed

These should:

- Be drawn to a recognised metric scale, preferably 1:50 or 1:100;
- Include written/annotated external dimensions of new buildings/extensions;
- Explain the proposal in detail;
- Clearly show any existing walls or buildings to be demolished; and
- Show the development in context with any adjacent buildings (including property numbers where applicable).

2. Existing and Proposed Elevations

Required for all householder applications where:

- **New elevations are proposed; or**
- **Existing elevations are altered**

These should:

- Be drawn to a recognised metric scale, preferably 1:50 or 1:100;
- Include written/annotated external dimensions of new buildings/extensions
- Explain the proposal in detail;
- Show details of the existing building and those for the proposed development;
- Show all sides of the property (including any blank elevations) and indicate where possible the building materials and the style, materials and finish of windows and doors;
- Correspond exactly with the plan drawings; and
- Clearly show the relationship with any adjoining buildings or buildings in close proximity and provide details of the positions of any window or door openings on each building.

3. Existing and proposed site sections and finished floor and site levels

Required for householder applications:

- **Where a proposal involves a change in ground levels – drawings should be submitted to show both existing and finished site and floor levels, or**
- **On sloping sites – information is required concerning alterations to levels, the way in which a proposal sits within the site and in particular the relative levels between existing and proposed land and buildings**

These should:

- Be drawn to a recognised metric scale, preferably at 1:50 or 1:100;
- Show a cross section through the proposed building(s); and
- Demonstrate how the proposed building(s) relates to existing site levels and to neighbouring development.

4. Roof plans

Required for householder applications where new roof details are proposed

These should:

- Be drawn to a recognised metric scale, preferably at 1:50 or 1:100; and
- Include details of roofing materials, vents etc.

STATEMENTS AND REPORTS

1. Biodiversity Survey and Report

Required for all developments which may impact on biodiversity and ecological networks or affect protected species

Biodiversity and ecological networks includes:

- European Sites of International Importance: RAMSAR, **Special** Protection Area (SPA) and Special Area of Conservation (SAC): 1 of each are within the Borough
- UK Sites of National Importance: Site of Special Scientific Interest (SSSI): 1 is within the Borough
- National Nature Reserves (NNR) : there is 1 within the Borough and 5 within 15km of the South East Lincolnshire Local Plan area
- RSPB managed/owned sites: there are 2 within the Borough
- Local Wildlife Sites

Proposals which may affect any of the other designated biodiversity and ecological networks described above which might affect the flora, fauna, geology or habitat of these areas will require an up to date biodiversity survey/ecological assessment, carried out by a suitably qualified ecologist. An survey and report (Phase 1 Habit Survey) will also be required for proposals that may affect the habitat of protected species or priority species. This is likely to affect applications for the following:-

- Barn conversions
- Demolition of buildings
- Alterations to buildings that affect roof spaces

A biodiversity survey and report (Phase 1 Habit Survey) should include the following information:

- details about the existing biodiversity interests and protected species found on the development site (including any possible impacts that the new development may have on them)
- Details of any proposed measures to prevent mitigate or compensate for the possible impacts of the proposed development.

Where necessary, an appropriate ecological survey (e.g. walkover, Phase 1 Habitat Survey, National Vegetation Classification or protected species) should include details of any statutory or non-statutory sites, other existing biodiversity interests and protected species or potential for them found on the development site. These will include any significant wildlife habitats or features and any species or potential for them protected under the Wildlife and Countryside Act 1981, Conservation of Habitats and Species Regulations 2010 (as amended by 2017 Regulations) or the Protection of Badgers Act 1992.

Details of any proposed measures necessary to prevent, mitigate or compensate for the possible impacts of the proposed development on both habitats and species will also be required. These may need to include details for long term maintenance and management.

This applies to those types of development requiring an EIA and an Environmental Statement as well as to those where any locally valuable habitats or protected species is involved. Without appropriate surveys, when required, the application may be refused planning permission for insufficient information.

Further information/policy background:

Policy 28: The Natural Environment of the South East Lincolnshire Local Plan 2011-2036

National Planning Policy Framework 2018, Section 15

Further advice may be found in: Planning Practice Guidance – <https://www.gov.uk/guidance/natural-environment>

Further guidance and the Protected Species Trigger List may be found in Association of Local Government Ecologists (ALGE) document on Validation of Planning Applications – Template for Biodiversity and Geological Conservation, <http://www.alge.org.uk/publications/index.php>; and

Publicly Available Specification (PAS) 2010:2006. Planning to halt the loss of biodiversity. Biodiversity Conservation standards for planning in the UK. Code of Practice. British Standards Institute.

2. Flood Risk Assessment

Required for all developments within Flood Zones 2 and 3, for developments with an application site of 1 hectare or more in Flood Zone 1 and for other developments that may be affected by specific localised flooding issues or contribute to flooding problems within or outside the application site

A Flood Risk Assessment (FRA) should:

- Assess the risks from all forms of flooding to and from the development
- Demonstrate how those flood risks will be managed or mitigated
- Identify opportunities to reduce the probability and consequences of flooding
- Address the requirement for safe access to and from the development in areas at risk of flooding
- **Take account of local and national planning policy and guidance and the best available information on local flood risk**

Please note the Government Guidance web address provided below identifies "... "...but you may be able to do it yourself if it's for a simple, low risk development, for example a house extension."

“

Further information/policy background:

Policy 4: Approach to Flood Risk of the South East Lincolnshire Local Plan 2011-2036

The National Planning Policy Framework 2018, Section 14

National Planning Practice Guidance - <https://www.gov.uk/guidance/flood-risk-and-coastal-change>

South East Lincolnshire Strategic Flood Risk Assessment (March 2017) -

<http://www.southeastlincslocalplan.org/water/>

Government Guidance - (<https://www.gov.uk/guidance/flood-risk-assessment-for-planning-applications>)

Environment Agency - <https://www.gov.uk/guidance/developers-get-environmental-advice-on-your-planning-proposals>

The Environment Agency can provide local flood risk data to assist with the preparation of FRAs and offers a pre-application FRA advice and review service.

3. Historic Environment Assessments and Evaluations

Required for applications to:

- **Alter, demolish, extend a listed building or a building within a conservation area**
- **Development that may affect the setting of a listed building or conservation area**
- **Works that may affect a Scheduled Ancient Monument or its setting**
- **Works to a historic park or garden**
- **Works affecting a known or suspected archaeological site**

This is required for heritage assets which includes Conservation Areas, Listed Buildings, Archaeological sites, Scheduled Monuments, Registered Parks/Gardens of Special Historic Interest and Non-designated heritage assets that are of local historic, architectural or cultural value including locally listed buildings identified by the Local Planning Authority (LPA). Non-designated heritage assets can be identified by the LPA during its consideration of an application. In these circumstances, the applicant would be requested to submit a Heritage Statement during the course of the application.

The degree of detail provided in the Assessment should be proportionate to the importance of the heritage asset(s) that may be affected and the works proposed. For example, works to listed buildings or demolition of a building/structure in a conservation area will require greater detail than for example, the replacement of a boundary wall in a conservation area. Paragraph 187 of the NPPF states that as a minimum, the relevant historic environment record, held by Lincolnshire County Council, should have been consulted and the heritage assets assessed using appropriate expertise where necessary.

A **Historical Environment Assessment and Evaluation** should include:-

- An assessment of significance of the heritage asset including any contribution made to its setting. The assessment should identify and describe all the heritage assets that may be affected by the proposed development and assess their heritage significance, and in particular, assess the significance of those parts of the building/site affected by the proposed works. The description of the asset(s) should normally go beyond simply quoting published material such as a list description or Historic Environment Record (HER) entry, because it should enable the reader to understand the potential impact of the proposals on the significance. Well captioned photographs and other illustrations are very useful as a substitute for text and can help to keep a statement concise and to the point.

- A clear description of the proposed development. In particular, details of those aspects of the work that are likely to affect the significance of the heritage asset(s) or their setting. Where appropriate, this could include a schedule, method statement and/or specification of works.
- An **evaluation** of the impacts of the proposals on the significance of the heritage asset and/or its setting
- Justification for the proposed works and any mitigation measures. Explain why the proposed works are desirable or necessary and what steps have been taken to avoid, minimise or mitigate any harm to the significance of the heritage asset. If the works include any elements which result in harm to heritage, the assessment provides an opportunity to explain what issues you consider weigh in favour of the proposal(s).
- **Good quality colour photographs comprising:**
 - a general image showing the building in context (incl. neighbours, streetscene or landscape)
 - Single image of each elevation where practical
 - Detailed images of items/areas to be altered/removed/demolished. (This is especially relevant to window replacement applications).
- Details should be provided of any changes to the internal layout. e.g. new doors or staircases. Drawings of new doors or windows will need to be provided at a scale of not less than 1:20

A **Historical Environment Assessment and Evaluation** can form part of a Design and Access Statement.

Further information/policy background:

Policy 29: The Historic Environment of the South East Lincolnshire Local Plan 2011-2036

Various Conservation Area Appraisals

Lincolnshire Historic Environment Record -

<https://www.lincolnshire.gov.uk/residents/environment-and-planning/conservation/historic-environment-record/36930.article>

4. Landscaping Scheme

Required for the following (apart from outline applications where landscaping has been accepted as a reserved matter):

- **New dwellings**
- **Institutional, training, educational or residential accommodation**
- **Industrial, commercial, office, retail or leisure development**
- **New car parks**
- **Large extensions to existing premises**
- **Works by statutory undertakers**

where existing and proposed landscaping would contribute to the acceptability of the proposed scheme

A landscaping scheme should identify the main areas of hard and soft landscaping proposals on a site layout, indicating existing and proposed planting. For major applications or where landscaping is likely to be of material importance to the proposal, a more detailed landscaping scheme should be provided which should include the following:

- A detailed plan of the hard and soft landscaping proposals
- Plant species, planting heights, planting densities, seeding mixes
- Details of how existing planting will be protected during construction should also be provided
- Methods of cultivation and plant establishment, including staking and mulching
- Details of levels, paving treatment and materials
- Details of long-term maintenance and landscape management

Further information/policy background:

Policy 3: Design of New Development of the South East Lincolnshire Local Plan 2011-2036

5. Parking and Access Arrangements

Required for all applications:-

- **which will generate traffic or increase demand for parking**
- **will require servicing**
- **will result in the loss of existing parking or servicing provision**

Parking for the appropriate type, size and number of cars and other vehicles, and servicing to cater for deliveries, refuse vehicles etc., and turning areas, should be provided on a detailed site layout, including swept paths where necessary. This shall demonstrate that the site is capable of being serviced by the largest vehicles that will visit the site and/or allows vehicles to enter/leave in forward gear. Where parking provision would not comply with the Council's car parking standards, any mitigation measures and impacts to on-street parking should be assessed. Details of secure motorcycle and cycle parking should be included within the submitted plans. Electric charging points are being sought for both residential and non-residential development in order to ensure that developments take account of changes in vehicle technology and also to meet other plan objectives in reducing carbon emissions. The number, location and details of electric charging facilities should be explained in a statement and indicated on a proposed car parking layout.

Further information/policy background:

Policy 2: Development Management of the South East Lincolnshire Local Plan 2011-2036

Policy 36: Vehicle and Cycle Parking of the South East Lincolnshire Local Plan 2011-2036

6. Planning Statement

Required if you consider your application requires justification to support the proposal

This should provide an explanation and justification for the proposals in the context of relevant national and local plan policies. A suitable statement may include:

- An assessment of the site and its context
- A description of the proposed development
- An assessment of the relevant planning policy and an appraisal of how the proposal accords with that policy context
- Any public benefits that might arise from the development.

7. Statement of Community Involvement

Required for all applications where pre-application consultation has taken place with the local community

The National Planning Policy Framework advises local planning authorities to encourage developers to engage with the local community before submitting their planning application

The Council will encourage developers to undertake early community consultation particularly for planning proposals that may give rise to local controversy, those that are on sensitive sites or those that are significant in scale. Where pre-application community consultation takes place (which may include local public exhibitions, notices in the press and around the site, notification to local councillors and Parish Councils), a statement should be submitted to describe how, when and where consultation has taken place; a summary of the level and content of responses; and, any changes that have been made to the proposed scheme to take account of those responses.

Further information/policy background:

Boston Borough Council's Statement of Community Involvement (SCI) 2012
National Planning Policy Framework 2018, Section 4

8. Tree Survey/Arboricultural Implications Assessment

Required for all developments affecting trees within or adjacent to the application site

Where there are trees and/or hedges within or adjacent to the site (including street trees) which may be directly or indirectly affected by the development or its construction (such as by service runs, hardstandings, walls or trenches for services), then a tree survey should be prepared by a suitably qualified arboriculturist. All trees and hedges should also be appropriately annotated on a topographical survey plan and a site plan. The Tree Survey and Arboricultural Implications Assessment should have regard to the requirements of BS (British Standard) 5837 (last issued, 2012). The Assessment should categorise the trees/hedges in respect of their species, age, health and condition, visual amenity and impact/recommendations. The Assessment should include a tree removals plan, tree retention plan and a tree (root zone) protection plan (which may all be shown on 1 plan). Any replanting that is proposed to compensate losses can also be shown. The plan should also include details of the type and design of protective fencing to be used and a schedule of the measures to be taken to protect trees and their root zones throughout the construction of the development. Where trees are subject to Tree Preservation Order(s),

the Survey and Assessment should make reference to this.

Further information/policy background:

Policy 3: Design of New Development of the South East Lincolnshire Local Plan 2011-2036

BS 5837:2012 Trees in relation to design, demolition and construction – Recommendations

Purpose of guidance

This document sets out Boston Borough Council's local requirements for householder planning applications. This proposed local guidance document has been the subject of a 6 week period of consultation and the guidance has been adopted for use in validating all applications received after xxx.

The guidance will help applicants to understand the type and extent of the information that will be required from them. It will also ensure that the Local Planning Authority has all the information it needs to determine an application from the outset. The guidance will benefit both the applicant, by ensuring a speedy decision, and the Local Authority by helping to achieve performance targets.

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BOSTON BOROUGH COUNCIL
Municipal Buildings, West Street, Boston, Lincs, PE21 8QR
Tel: 01205 314305 Email: planning@boston.gov.uk

DELEGATED DECISION LIST

Full details of Planning Applications and Decisions can be viewed online at www.boston.gov.uk/pa

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
B/18/0385	Trevor Thompson	Land North of Puritan Way and off Fenside Road, Boston, PE21 8NW	Construction of off site surface water disposal system for development approved under Application No B/16/0106 (Construction of 86 dwellings plus roads, public open space and associated works)	(on behalf of Waterloo Housing Group)	Favourable with conditions	26/11/2018
		<i>Boston Town Area Committee</i>				
B/18/0422	Rachael Vamplew	28, Brothertoft Road, Boston, Lincolnshire, PE21 8HF	Application for prior notification for a proposed conservatory 3.5m (L) x 3.3m (H) with an eaves height of 2.6m	Zurakowski	Prior Approval Not Required	26/11/2018
		<i>Boston Town Area Committee</i>				

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
B/18/0377	Kirsty Harte	Willoughby Farm, Willoughby Hills, Boston, PE21 9SA <i>Fishtoft Parish Council</i>	Creation of reinforced concrete area	Hardy	Favourable with conditions	28/11/2018
B/18/0392	Kirsty Harte	4 Main Road, Benington, Boston, PE22 0DT <i>Benington Parish Council</i>	Erection of 2m high V-mesh fencing with gate to front and side of property	Hegyí	Favourable Planning decision	28/11/2018
B/18/0403	Stuart Thomsett	Vine House, Red Lion Street, Bicker, Boston, PE20 3DR <i>Bicker Parish Council</i>	Application under s211 for works to trees in a conservation area to include: T1 - (Apple tree) Fell	Cockram	Favourable Planning decision	29/11/2018
B/18/0425	Stuart Thomsett	1 Loveday Lane, Wyberton, Boston, PE21 3LR	Application under s211 for works to trees in a conservation area to include: - Removal of small to medium sized trees between bungalow and ditch (including small beech at base of mature beech)	Keshwara	Favourable Planning decision	29/11/2018

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
			- Cherry - fell - Whitebeam - fell - Prune branches to provide 1m clearance of telephone lines			
		<i>Wyberton Parish Council</i>				
B/18/0480	Stuart Thomsett	1 Loveday Lane, Wyberton, Boston, PE21 3LR	Application for works to trees subject to TPO (Wyberton No.1) to include: - T1 Chestnut - Lift crown to 4m above ground level (1m clearance from roof of bungalow) - Hawthorn Hedge - fell	Keshwara	Favourable Planning decision	29/11/2018
		<i>Wyberton Parish Council</i>				
B/18/0347	Trevor Thompson	Pilgrim Veterinary Surgery, Fydell Street, Boston, PE21 8LE	Infill existing side entrance door	Top Build	Favourable with conditions	30/11/2018
		<i>Boston Town Area Committee</i>				
B/17/0224/CD2	Trevor Thompson	Land at the rear of the Thatched Cottage Restaurant, Pools Lane, Sutterton, Boston, Lincolnshire, PE20 2EZ	Application to have details approved relating to condition 6 (Hard and Soft Landscaping) of planning permission B/17/0224	Magnum Inns Ltd	Condition Discharge	30/11/2018

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
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(Change of use of vacant land to a touring caravan site (20 caravans) plus excavation of fishing lake, erection of wc/wash facility building, new internal roads and parking areas)

Sutterton Parish Council

B/18/0382	John Taylor	Land to the north and west of Coles Lane, Swineshead, Boston, PE20 3NS	<p>Application under s73 to vary condition 2 (Approved Plans) of planning permission B/17/0404 (Erection of 74 dwellings with associated garaging, roads and sewers) to allow for the following amendments to the layout:</p> <p>? Plots 22-31: Site boundary revised ? Plot 32-34: Repositioning of triple garage and boundary revisions ? Plots 40-41: Refuse/recycling collection area added ? Plots 63-71: Refuse/recycling collection area added ? Pump Station position</p>	Ashwood Homes	Favourable with conditions	30/11/2018
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Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
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revised
 ? Plot 35: House type change from 'Lock' to 'Humber' with double garage
 ? Plots 52 and 58: Boundary revised
 ? Plots 66, 67 and 69: Change of house types for the affordable units, boundary revised

Swineshead Parish Council

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B/18/0016/CD1	Trevor Thompson	Land either side of Wallace Way, The Quadrant, Wyberton, Boston, PE21 7HW	Application to have details approved relating to condition 3 (External Lighting) of planning permission B/18/0016 (Erection of two site entrance feature walls, each incorporating a sign identifying 'The Quadrant' within the fabric of the wall plus external illumination)	Chestnut Homes Ltd	Condition Discharge	30/11/2018
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Wyberton Parish Council

B/18/0208	Trevor Thompson	Blue Street, Boston, Lincolnshire, PE21 8UW	Application under s.73 for the removal of condition 11 (affordable housing)	Waterloo Housing Group	Favourable with conditions	03/12/2018
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Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
			approved under application B/14/0002 (Construction of 41 new affordable dwellings and associated external works including new roads, open space, fencing, landscaping and footpaths) to be replaced by a unilateral undertaking			
		<i>Boston Town Area Committee</i>				
B/18/0252	Kirsty Harte	Janarth Cottage, The Gride, Old Leake, Boston, PE22 9SD	Siting of single static caravan for permanent residential use	Stanton	Withdrawn by applicant/agent	04/12/2018
		<i>Old Leake Parish Council</i>				
B/18/0416	Stuart Thomsett	43 South Parade, Boston, PE21 7PN	Outline application for a detached two storey dwelling, including access and layout, with all other matters (appearance, landscaping and scale) reserved for later approval	Taylor	Unfavourable decision	04/12/2018
		<i>Boston Town Area Committee</i>				
B/18/0419	Kirsty Harte			Cox	Favourable with	05/12/2018

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
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4 Tytton Lane East,
Wyberton, Boston, PE21
7HW

Proposed Extensions and alterations to front, rear and side elevations to form a Sun Lounge, enlarged Kitchen, Bedroom, Dressing Room & En-suite

conditions

Wyberton Parish Council

B/18/0412

Stuart
Thomsett

Land to the rear of The
Croft, Coles Lane,
Swineshead, Boston

Outline application with some matters (Appearance, Landscaping and Scale) reserved for later approval for the erection of 4 No. two storey dwellings and one bungalow with double garages

Welberry-Smit
h

Favourable with
conditions

06/12/2018

*Swineshead Parish
Council*

B/14/0165/CD6

Trevor
Thompson

Land either side of the A16,
south of Tytton Lane East,
Wyberton, Boston, PE21
7HT

Application to have approved details relating to condition 34 (Traffic Signal Controlled Junction) of planning permission B/14/0165 for mixed development on land known as The Quadrant

Chestnut
Homes Ltd

Condition
Discharge

06/12/2018

Wyberton Parish Council

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
B/18/0357	John Taylor	Land off Enterprise Way, Boston, PE21 7TW	Resubmission of planning application B/17/0520 Proposed mixed use commercial development (A2/A3/B1/B8/D2) including associated access, parking and landscaping	TR Property	Favourable with conditions	07/12/2018
<i>Wyberton Parish Council</i>						
B/18/0417	Kirsty Harte	Black Sluice Centre, South Forty Foot Bank, Boston, PE21 7RA	Erection of 6 metre mast with 3m dipole aerial	Taylor	Favourable Planning decision	07/12/2018
<i>Boston Town Area Committee</i>						
B/18/0420	Kirsty Harte	Penfold, Station Road, Hubberts Bridge, Boston, PE20 3QR	Demolition of existing conservatory and erection of a single storey rear extension. Conversion of garage with alterations to the roof over from flat to pitched	Guhlke	Favourable with conditions	07/12/2018
<i>Frampton Parish Council</i>						
B/18/0420	Kirsty Harte	Penfold, Station Road, Hubberts Bridge, Boston, PE20 3QR	Demolition of existing conservatory and erection of a single storey rear extension. Conversion of garage with alterations to	Guhlke	Favourable with conditions	07/12/2018

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
			the roof over from flat to pitched			
		<i>Kirton Parish Council</i>				
B/18/0401	Kirsty Harte	10 High Street, Boston, PE21 8QR	Resubmission of B/18/0125 for change of use from dry cleaners (Class A1) to a mixed use of cafe (Class A3) and bar (Class A4)	Moreira	Favourable with conditions	12/12/2018
		<i>Boston Town Area Committee</i>				
B/18/0383	Kirsty Harte	Land adjacent to 69 Middlegate Road West, Frampton, Boston, PE20 1DA	Erection of detached two storey dwelling	Thornhill	Unfavourable decision	13/12/2018
		<i>Frampton Parish Council</i>				
B/18/0426	Stuart Thomsett	2 Claymond Court, Frampton Fen, Boston, PE20 1SR	Erection of Chalet Bungalow and associated works (as previously approved under B/16/0262), with amended garage design and location	Applegate Homes (Lincs) Ltd	Favourable with conditions	13/12/2018
		<i>Frampton Parish Council</i>				
B/18/0430	John Taylor				Favourable with	13/12/2018

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
		Land off Girls School Lane, Site B, Butterwick, Boston, PE22 0HY	Application for approval of reserved matters (access, appearance, landscaping, layout and scale) of Outline approval B/17/0315 (7no. affordable dwellings)	Geda Construction	conditions	
		<i>Butterwick Parish Council</i>				
B/18/0431	John Taylor	Land off Girls School Lane, Site A, Butterwick, Boston, PE22 0HY	Application for approval of reserved matters (access, appearance, landscaping, layout and scale) following outline approval B/17/0316 (7no. affordable dwellings and 2no. market dwellings)	Geda Construction	Favourable with conditions	13/12/2018
		<i>Butterwick Parish Council</i>				
B/18/0432	Stuart Thomsett	Amberley House, Middle Drove, Kirton, Boston, PE20 1TR	Erection of side extension to existing garage	Nundy	Favourable with conditions	13/12/2018
		<i>Kirton Parish Council</i>				
B/18/0408	Trevor Thompson	6 Dalmeny Walk, Boston, PE21 7TY	First floor side extension and single storey rear extension	Bell	Favourable with conditions	17/12/2018

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
<i>Boston Town Area Committee</i>						
B/18/0423	Trevor Thompson	Cheers Nurseries, Eleven Acre Lane, Kirton, Boston, PE20 1LS	Construction of concrete paved area and new vehicular access	Cheers Nurseries Ltd	Favourable with conditions	17/12/2018
<i>Kirton Parish Council</i>						
B/18/0439	Stuart Thomsett	Pippenhall Cottage, Blackjack Road, Swineshead, Boston, PE20 3HH	Erection of detached single storey stable block	Searson	Favourable with conditions	17/12/2018
<i>Swineshead Parish Council</i>						
B/18/0508	Stuart Thomsett	Land adjacent to London Road/Drainside South, Kirton, Boston, PE21 1PZ	Application for works to trees subject to TPO (Kirton, Sutterton and Algarkirk No.1) to include: T7 (Common Ash) - Crown lift to 3.2m, remove lower dead wood T10 & T13 (Common Ash) - Crown lift to 3.2m T14 (Birch) - Crown lift to 3.2m T15 (Horse Chestnut) - Remove Lower branch T16 (Sycamore) - Crown lift	Steve Hollingworth Landscaping	Favourable Planning decision	19/12/2018

Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
			to 3.2m, remove basal growth T18, T19, T23 & T24 (Sycamore) - Crown lift to 3.2m T25 (Sycamore) - Remove basal growth T26 (Lime) - Crown lift to 3.2m, remove basal and epicormic growth from stem T28 (Lime) - Remove epicormic growth from stem			

Kirton Parish Council

B/18/0443	Trevor Thompson	29 Tawney Street, Boston, PE21 6PA	Replacement of existing wooden front door with Victorian style composite door	Lescinkas	Favourable with conditions	20/12/2018
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Boston Town Area Committee

B/17/0420/NMA	Stuart Thomsett	The White House, Boston Road, Swineshead, Boston, PE20 3HB	Application under s96A for a non material amendment to approval B/17/0420 (Remodelling of house to include the erection of two storey side and rear extensions) to include dormer to rear elevation	Haines	Approved Non-material Amendment	20/12/2018
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Application Number	Case Officer	Location	Development Description	Applicant Name	Decision	Decision Date
<i>Swineshead Parish Council</i>						
B/18/0359	Lisa Hughes	Land adjacent to 23 Monteith Crescent, Boston, PE21 9AX	Construction of detached bungalow	Taylor	Unfavourable decision	21/12/2018
<i>Boston Town Area Committee</i>						
B/18/0373	Stuart Thomsett	29 Market Place, Boston, PE21 6EH	Change of use from retail to part residential (Class C3)/ part retail (Class A1) on ground floor, and residential on upper floors, forming 2 one bedroom apartments	Wachman	Favourable with conditions	21/12/2018
<i>Boston Town Area Committee</i>						
B/18/0372	Stuart Thomsett	29 Market Place, Boston, PE21 6EH	Listed building consent to facilitate the change of use from retail to part residential (Class C3)/ part retail (Class A1) on ground floor, and residential on upper floors, including new door access formed from existing window and reinstatement of windows on side elevation, removal and relocation of stud walls, new	Wachman	Favourable Planning decision	21/12/2018

**Application
Number**

**Case
Officer**

Location

**Development
Description**

**Applicant
Name**

Decision

**Decision
Date**

openings, and new
staircase between ground
and first floors

*Boston Town Area
Committee*
