

Planning Application Checklist

Planning Application Case Number/ Address: _____

Environment – where is the site

- Green Belt ([SCC Interactive map](#))
- AONB (SCC Interactive map link above)
- AGLV (SCC Interactive map link above)
- Haslemere Hillside ([WBC Local Plan 2002 policy BE4](#))
- Haslemere Conservation Area
[Haslemere Conservation Area](#)
- Springhead & River Wey Conservation Area
[Springhead & River Wey Conservation Area](#)
- Green Space (see table 4 HNP) [HNP](#)
- Green Finger (see table 5 HNP link above)

WBC policy constraints found on each History & Constraints report on each application

Haslemere Neighbourhood Plan policies

H1 designation and purpose of settlement boundary

- H1.2 – is it development in settlement boundary
- H1.3 – if development outside the settlement boundary; does it otherwise conform with national and local planning policies

H2 Housing density

- Is the density of the proposal consistent with the character, appearance and topography of the immediate locality and the delivery of high-quality designs? If it is;
- It provides 45 dwellings per hectare (dph) or 75 dph within 1000m of Haslemere railway station

H3 Windfall development (not allocated sites)

These are either infilling, conversion of large dwelling into two or more smaller dwellings, or conversion of retail or other commercial space into flats or apartments

- Does it provide an appropriate mix, type & design of housing; and
- Respond positively to the character and appearance of the immediate locality

H4 Provide sufficient affordable housing of the right type

H4.1 Development proposals which provide for affordable homes should be

- Provided within and distributed throughout the development and fully integrated within the market housing
- Built using same materials and same style as market housing on the site
- Residents of affordable housing have same access to communal facilities as residents of market housing
- Of a type, size and tenure meeting local needs as agreed with WBC inc provision for homes for rent; and
- Accompanied by a statement demonstrating how the development addresses local housing need

H4.2 Development which safeguards proportion of affordable housing from future sale and maintain affordability in perpetuity will be supported

H5 Provide appropriate mix of housing types

- Does development provide range of dwelling types & sizes to meet needs and reflect the character of existing development in the surrounding area?
- In Town centre and immediate vicinity of railway station, one & two bed homes will be supported

H6 High quality external design

H6.1 New development should contribute to the variety of architectural design but be sympathetic and respond positively to relevant section of the Haslemere Design Statement. In particular

- Does it screen development from road (earthworks, native green hedging and/or trees) where possible and in keeping with street scene
- Is there adequate onsite refuse/recycling storage with minimal visual impact
- Does it ensure surface drainage solutions that delay/prevent surface rainwater egress from site
- Does it fulfil intention, re: density, of H2, whilst avoiding overdevelopment of site in relation to characteristics of neighbouring plots in respect of built form, massing and building line
- Does it protect the residential amenity of neighbours
- Does it integrate with existing settlement
- Does it compromise with ability of local infrastructure to support existing settlement **and** the proposed development

H6.2 Where 10 dwellings or more should meet Accessible Natural Green Space standard, achieved by providing additional public green space which, where practical connects to other open space within the town via safe pedestrian/cycle access

H6.3 Applications for major developments which meet Building for a Healthy Life standards will be supported.

H7 Access and Transport

H7.1 Proposals for new housing should ensure well and safely connected with existing settlement. All new developments shall provide

- Off-street car parking to comply with approved standards
- Safe accessible on-site storage for cycles except demonstrated where there is no requirement
- Safely located access for pedestrians, cyclists and non-motorised transport; and
- Safe provision for electric car/bike technology including external power points

H7.2 All major development including non-residential development should

- Provide safe, direct routes for pedestrians and cyclists from site to existing routes
- Make improvements to existing pedestrian and cycle access immediately adjacent to site at time of build
- Provide travel plan to demonstrate how development will improve local traffic and pedestrian management

- Be designed to be accommodated satisfactorily in local highway network

H7.3 Any development proposals that result in new, alterations or renewals to road and/or pavement layouts should improve the public realm by

- Increasing priority given to non-motorised modes
- Facilitating active travel and
- Improving access to public transport

H7.4 i) all development to preserve existing pedestrian through routes or re-route them sympathetically to the pedestrian/cyclist experience and desire lines; and

ii) any commercial development or new development of 5 or more dwellings should;

- maximise options for street connectivity; and
- provide a statement outlining their approach to street connectivity to accompany their planning application.

H7.5 Proposals that address the following will be supported:

- provision of additional off-street parking for shopping areas and residents (particularly where residents only have on-street or public parking) provided the visual impact of cars and car park structures are reduced, either by locating underground or by screening
- improved access for pedestrians and non-motorised transport to the Station.

H7.6 Development proposals should respect the proposed new footpath/cycleway routes shown in Figure 3 Haslemere High Street to Wey Hill and Figure 4 Station to Devil's Punchbowl. Where practicable, development proposals within the immediate vicinity of the two routes should provide safe and attractive connections to the route concerned and be designed to contribute towards its attractiveness (figure 3 & 4 NP)

H8 Water

As appropriate to their scale, nature and location development proposals should incorporate appropriate water and sewage capacity facilities.

H9 Trees, woodland and hedgerows (TWH)

H9.1 Proposals will be supported where they conserve and enhance TWH of value

H9.2 Proposals should avoid damage /loss of mature/semi-mature trees of value other than in exceptional circumstances

H9.3 Proposals adding, retaining and protecting substantial native hedgerows of value will be supported, including those that retain "important" hedgerows in public open spaces in order that the hedge's integrity can be maintained by those responsible for it

H9.4 Proposals affecting TWH of value should demonstrate a full site survey by qualified arboriculturist/ecologist and management plan including Arboricultural Impact assessment and tree protection plan (see H9.4 for full details).

H9.5 Proposals should

- demonstrate appropriate protection measures in place prior to and throughout on site, and suitable opportunities for restoration, enhancement or planting of TWH identified & incorporated

- provide adequate protection around existing hedgerows & trees to prevent damage to root systems taking into account future growth. Minimum buffer of 15m required between development and ancient woodland/veteran trees
- H9.6 i) where intentional/accidental loss of/damage to TWH occurs prior to/during development appropriate replacement/compensatory planting required. 1-tree/CAVAT or the like to be used to ensure replacement trees of at least equivalent value
- ii) Replacements should be site suitable, native species where possible, be informed by and contribute to local character (see balance of 9.6).
- iii) Replacements should be undertaken on at least one to one basis and final canopy cover not less than that of replacement trees unless clear that it is not practical. New trees should be planted on site unless circumstances show it is acceptable for off site.
- H9.7 Developments of 10 dwellings or more and developments with significant areas of communal and required to make appropriate provision for future management/maintenance of communal areas inc trees and hedgerows. Developer to provide mechanism for provision, specifying how paid for and who legally liable. Proposal should include requirement to report on implementation of Landscaping plan, ongoing maintenance plan and any conditions relating to trees or hedgerows attached to granting of permission

H10 Dark skies – proposals should be designed to minimise effect of external lighting by meeting the following objectives

- i) meeting/exceeding Institute of Lighting Professionals guidance for environmental zone where site is
- ii) have regard to the following hierarchy
 - avoid installation of additional lighting
 - install lighting necessary for intended purpose or use at lowest possible lumens value
 - appropriate mitigation of adverse impacts
- iii) avoid unnecessarily visible lighting in designated wildlife sites or surrounding landscape
- iv) avoid building designs that result in increased light spill from internal lighting without suitable mitigation

H11 Green spaces

H11.1 proposals within designated green space will only be supported in very special circumstances (table 4 and figures 6a-d))

H11.2 proposals within a green finger only supported where they comply with policy implication of relevant environment designation. Proposal should respect undeveloped, open character and ecological, landscape or recreational contribution to both immediate locality and wider neighbourhood area. (table 5 & figure 7)

H12 Protecting and enhancing biodiversity through Haslemere's Ecological Network (HEN)

H12.1 HEN (figure 8a & 8b) Development negatively affecting these sites or fragments will not be supported unless mitigation is included in the proposal

H12.2 New proposals should show how factors within a scheme have been arranged so they enhance and link into the existing HEN. Should maximise opportunities to enhance HEN and create new ecological assets

H12.3 Proposals should result in net gain for biodiversity, which will also

- protect/enhance features of biodiversity interest of value on/adjacent to site, incorporate/integrate them into proposal maintaining buffer zone between development and green network; and
- provide new planting, Priority Habitats, wildlife friendly landscaping and ecological enhancements (such as mixed native hedgerows, wildlife ponds, bird nesting and bat roosting features) where practicable.

H12.4 Where need for development outweighs loss of biodiversity within the site then off-site biodiversity offsetting to ensure net gain for biodiversity will be supported. Priority given to offsetting schemes within Biodiversity Opportunity Areas (BOAs).

H13 Encouraging growth of new and existing business

H1.1 proposals to provide new employment space, including conversion or division of existing employment space and creation of new premises will be supported provided

- They do not generate unacceptable traffic provision, parking, noise & other forms of pollution
- Scale and design respect character of locality

H13.2 All conversions/divisions of existing employment space or development of new employment space should be designed to accommodate up to date information and communications infrastructure.

H14 Retaining, protecting & developing local employment

H14.1 Proposals for change of use of existing employment site to residential/other alternative use supported where demonstrated no reasonable prospect of site being used for employment use

H14.2 proposals which retain employment provision through a change of use will be supported provided

- They do not generate unacceptable traffic provision, parking, noise & other forms of pollution
- Scale and design respect character of locality

H14.3 As appropriate to scale and nature development provide up to date information technology and communications infrastructure.

H15 Retaining, enhancing and management changes to retail

Proposals affecting the ground floors of premises retaining Class E uses (shops, financial services, food, drink, business, non-res institutions, assembly, leisure) supported

Within defined primary shopping areas proposals for change of use from Class E only supported where demonstrated no significant effect on frontage concerned, and vitality/viability of town centre, or not result in over concentration of non-retail use.

Proposal for upper floors supported where demonstrated not have unacceptable impact on continuing vitality/viability of ground floor use.

H16 Encouraging an expanded visitor economy

Developments for recreational and leisure inc hostels, camping and glamping aimed at attracting more visitors will be supported provided:

- In keeping with natural environment, appropriate to amenity of residential neighbours re traffic generation, parking, noise and other forms of pollution
- In keeping with natural environment in terms of scale, intensity of use or activity
- Accessible by sustainable means, public transport, walking, cycling or horse riding
- Serviced by adequate off road parking for visitors
- Connected to other open spaces via safe pedestrian/cycle access

Tick any box that you feel is applicable to this development:

- the character and appearance is out of keeping with the street scene contra TD1 LPP1 & D1 LP2002
- it constitutes over development due to its scale, height and/or bulk in relation to neighbouring properties contra TD1 LPP1 & D4 LP2002
- it would harm the amenity value and privacy of occupiers of neighbouring properties by overlooking, loss of privacy/loss of light or overshadowing/ overbearing appearance, creating unacceptable noise, traffic or other detrimental environmental effect contra TD1 LPP1 & D4 LP2002
- is there any harm to listed building/curtilage of listed building nearby HA1 LPP1 & HE3 & HE5 LP 2002
- the design, appearance or choice of external materials are not appropriate and fails to enhance the site/area
- Poor Layout and density of building
- Inadequate amenity space for occupier TD1 D4
- it fails to ensure the retention of important features (such as trees and walls) that contribute to the character of the locality
- it does not include sufficient landscaping and/ or natural screening
 - the lack of appropriate landscaping could harm existing wildlife
 - the proposed landscaping is unsuitable for the location
 - the mitigation of potential flooding is insufficient
- it does not provide:
 - safe access and/or traffic circulation
 - adequate parking
- it does not provide sufficient dustbin and storage areas
- the hours of building works should be controlled to minimise disruption to neighbours
- the local road(s) may require additional maintenance
 - the highway needs to be kept clear and tidy at all times
 - mud may need to be cleared regularly
 - likely damage to the highway will need to be repaired after development