

Development Committee



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TO REGISTER TO SPEAK PLEASE SEE BOX BELOW

Wednesday, 11 September 2024

A meeting of the **Development Committee** will be held in the **Council Chamber - Council Offices** on **Thursday, 19 September 2024 at 9.30 am.**

At the discretion of the Chairman, a short break will be taken after the meeting has been running for approximately one and a half hours

Please note that members of the public should not speak to Committee Members prior to or during the meeting.

PUBLIC SPEAKING:

Members of the public who wish to speak on applications must register **by 9 am on the Tuesday before the meeting** by telephoning **Customer Services on 01263 516150** or by emailing customer.service@north-norfolk.gov.uk. Please read the information on the procedure for public speaking at Development Committee on our website or request a copy of "Have Your Say" from Customer Services.

Anyone may take photographs, film or audio-record the proceedings and report on the meeting. You must inform the Chairman if you wish to do so and must not disrupt the meeting. If you are a member of the public and you wish to speak, please be aware that you may be filmed or photographed. Please note that this meeting is livestreamed: <https://www.youtube.com/channel/UCsShJeAVZMS0kSWcz-WyEzq>

Presentations: If you wish to view the Officers' presentations for the applications being considered by the Committee please follow the following link:

<https://modgov.north-norfolk.gov.uk/ecCatDisplayClassic.aspx?sch=doc&cat=13644&path=0>

Emma Denny
Democratic Services Manager

To: Cllr P Heinrich, Cllr R Macdonald, Cllr M Batey, Cllr A Brown, Cllr P Fisher, Cllr A Fitch-Tillett, Cllr M Hankins, Cllr V Holliday, Cllr G Mancini-Boyle, Cllr P Neatherway, Cllr J Toye, Cllr K Toye, Cllr A Varley and Cllr L Vickers

Substitutes: Cllr T Adams, Cllr P Bailey, Cllr K Bayes, Cllr J Boyle, Cllr S Bütikofer, Cllr N Dixon, Cllr T FitzPatrick, Cllr W Fredericks, Cllr L Paterson, Cllr J Punchard, Cllr C Ringer, Cllr E Spagnola, Cllr E Vardy and Cllr L Withington

All other Members of the Council for information.

Members of the Management Team, appropriate Officers, Press and Public



If you have any special requirements in order to attend this meeting, please let us know in advance

If you would like any document in large print, audio, Braille, alternative format or in a different language please contact us

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A G E N D A

PLEASE NOTE: THE ORDER OF BUSINESS MAY BE CHANGED AT THE DISCRETION OF THE CHAIRMAN
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PUBLIC BUSINESS

1. CHAIRMAN'S INTRODUCTIONS

2. TO RECEIVE APOLOGIES FOR ABSENCE

3. SUBSTITUTES

4. MINUTES

(Pages 1 - 16)

To approve as a correct record the Minutes of a meeting of the Committee held on Thursday 22nd August 2024.

5. ITEMS OF URGENT BUSINESS

(a) To determine any other items of business which the Chairman decides should be considered as a matter of urgency pursuant to Section 100B(4)(b) of the Local Government Act 1972.

(b) To consider any objections received to applications which the Head of Planning was authorised to determine at a previous meeting.

6. ORDER OF BUSINESS

(a) To consider any requests to defer determination of an application included in this agenda, so as to save any unnecessary waiting by members of the public attending for such applications.

(b) To determine the order of business for the meeting.

7. DECLARATIONS OF INTEREST

(Pages 17 - 22)

Members are asked at this stage to declare any interests that they may have in any of the following items on the agenda. The Code of Conduct for Members requires that declarations include the nature of the interest and whether it is a disclosable pecuniary interest. Members are requested to refer to the attached guidance and flowchart.

OFFICERS' REPORTS

8. BRISTON - PF/23/2048 - DEVELOPMENT OF EXISTING BARN COMPLEX TO FORM 11NO DWELLINGS WITH ASSOCIATED CAR PARKING AND LANDSCAPING, INCLUDING GROUND MOUNTED PV ARRAY, MANOR FARM, 44 FAKENHAM ROAD, BRISTON, MELTON CONSTABLE, NORFOLK, NR24 2HJ

(Pages 23 - 42)

9. BRISTON - LA/23/2049- DEVELOPMENT OF EXISTING BARN COMPLEX TO FORM 11NO DWELLINGS WITH ASSOCIATED CAR

(Pages 43 - 52)

PARKING AND LANDSCAPING, INCLUDING GROUND MOUNTED PV ARRAY, (LISTED BUILDING CONSENT) MANOR FARM, 44 FAKENHAM ROAD, BRISTON, MELTON CONSTABLE, NORFOLK, NR24 2HJ

10. **WELLS-NEXT-THE-SEA- PF/24/1123 - ERECTION OF SINGLE STOREY SIDE EXTENSION; ALTERATIONS TO FENESTRATION; ADDITION OF 10NO. DORMER WINDOWS TO REPLACE ROOFLIGHTS; ADDITION OF SOLAR PANELS; CREATION OF POOL TO REAR AND ALTERATIONS TO LANDSCAPING/PARKING, YOUTH HOSTEL, ST NICHOLAS CHURCH ROOMS, CHURCH PLAIN, WELLS-NEXT-THE-SEA, NORFOLK NR23 1EQ** (Pages 53 - 66)
11. **CROMER - PF/24/0201 - ERECTION OF SINGLE-STOREY DWELLING WITH DETACHED BIKE/BIN STORE, THE GLASS HOUSE, FULCHER AVENUE, CROMER, NR27 9SG** (Pages 67 - 76)
12. **DEVELOPMENT MANAGEMENT PERFORMANCE UPDATE** (Pages 77 - 80)
13. **APPEALS SECTION** (Pages 81 - 86)
 - (a) New Appeals
 - (b) Inquiries and Hearings – Progress
 - (c) Written Representations Appeals – In Hand
 - (d) Appeal Decisions
 - (e) Court Cases – Progress and Results
14. **LOCAL VALIDATION LIST** (Pages 87 - 120)
15. **EXCLUSION OF PRESS AND PUBLIC**

To pass the following resolution, if necessary:-

“That under Section 100A(4) of the Local Government Act 1972 the press and public be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in Part I of Schedule 12A (as amended) to the Act.”

PRIVATE BUSINESS

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DEVELOPMENT COMMITTEE

Minutes of the meeting of the Development Committee held on Thursday, 22 August 2024 in the Council Chamber - Council Offices at 9.30 am

Committee Members Present:

Cllr P Heinrich (Chairman)	Cllr R Macdonald (Vice-Chairman)
Cllr M Batey	Cllr A Brown
Cllr P Fisher	Cllr A Fitch-Tillett
Cllr M Hankins	Cllr V Holliday
Cllr P Neatherway	Cllr J Toye
Cllr K Toye	Cllr L Vickers

Substitute Members Present:

Cllr L Paterson

Officers in Attendance:

Assistant Director for Planning (ADP)
Development Manager (DM)
Monitoring Officer
Senior Landscape Officer (SLO)
Conservation & Design Team Leader (CDTL)
Senior Planning Officer (SPO)
Senior Planning Officer – RS (SPO-RS)
Planning Officer – NW (Planning Officer-NW)
Household Planning Assistant

Also in attendance:

Cllr S Butikofer

40 TO RECEIVE APOLOGIES FOR ABSENCE

Apologies for absence were received from Cllr A Varley and Cllr G Mancini-Boyle.

41 SUBSTITUTES

Cllr L Paterson was present as a substitute for Cllr A Varley.

42 MINUTES

The minutes of the Development Committee meeting held on 25th July 2024 were approved as a correct record subject to typographical corrections.

43 ITEMS OF URGENT BUSINESS

None.

44 DECLARATIONS OF INTEREST

Cllr V Holliday advised she had attended Gresham School but that she was not predetermined with respect to Item 8.

45 HOLT - PF/24/0265 (APPLICATION 1) & HOLT - LA/24/0264 (APPLICATION 2)

Officers Report

The SPO introduced applications PF/24/0265 and LA/24/0264, which would be presented together but voted on separately.

She offered an update to the Officer's report, clarifying the Conservation and Design Officer's comments should have been appended to the report, and advised that an addendum had been received from the Applicant which set out some of the revised documents and accepted conditions. A copy of these various documents could be found on the planning portal.

The SPO outlined the site's location and relationship within the local setting, and relevant site constraints including Glaven Valley Conservation Area, County Wildlife Site, and Norfolk Coast AONB. Proposed site plans, elevations and visuals were provided to the Committee as well as photographs in and around the site. It was noted that the existing listed building was in a state of disrepair and required improvement. Details of the proposed boundary treatment, tree plan, and signage treatment were outlined.

The SPO outlined the key issues for consideration:

First, with respect to the Principle of Development, it was acknowledged that the Applicant had identified the need for a new Preparatory School to enable the development of Gresham's School as a whole, and that the proposed development would result in the conversion of an existing building located within the countryside. In terms of principle, Officers considered that, subject to compliance with other relevant development plan policies, the principle of development would broadly comply with Core Strategy policies SS 2 and SS 9.

Officers further considered that the development would bring some benefits to the listed building and associated structures, such as the long-term maintenance and repair of Holt Hall and the Walled Garden, as well as the removal of harmful, inappropriate interventions. Therefore, despite the identified harm in certain aspects of the development, overall, the proposal was seen to have numerous advantages for the Hall and the surrounding site.

Whilst some elements may not be completely satisfactory, in general, the proposals were suitably designed for the context within which they are set and the scheme as a whole was considered by Officers to comply with policy EN 4 of the Core Strategy and Policy HOLT1 of the Holt Neighbourhood Plan.

With respect to the impact on heritage assets including listed buildings and conservation area, Officers recognised the proposal would result in heritage harm as identified by Historic England and the Conservation Officer, amongst others. The SPO stated that the proposals required a careful balance between a need to provide a new school facility that can perform its essential function, balanced against reducing negative impacts as much as was possible, to heritage assets.

Following discussions, amended plans were provided during the course of the application to reduce the footprint of additions and provide further detail as required.

The SPO advised that securing the grade II listed building and surrounding buildings into active use would enable extensive renovation, ensuring that the primary heritage asset was brought back into active economic use for the foreseeable future.

It was noted that the Applicant had made a conscious choice, when considering all issues together, to prioritise the trees/woodland and landscape impacts over the heritage harm concerns.

Officers considered the proposals would, on balance, preserve the character and appearance of the Glaven Valley Conservation Area. Further, subject to the imposition of conditions, the proposals would accord with the relevant aims of Core Strategy Policy EN 8 and those set out in the NPPF including at paragraph 208 in relation to weighing harms vs public benefits.

Regarding amenity, whilst use of the site as a prep school would lead to an intensification of activities taking place on the site and would increase the potential for noise to travel beyond the boundary of the site for some activities (such as use of the sports pitches), given the relative distances between the main part of the proposed prep school and residential dwellings to the south, Officers considered that the proposal was unlikely to result in significant adverse impacts for the closest neighbours and school term times will mean that, during the summer holiday period, significant school activities would effectively cease, further lessening potential for adverse effects. The proposal would therefore accord with the aims of Core Strategy Policies EN 4 and EN 13.

The Case Officer stated that whilst preserving the Ancient Woodland was crucial, some landscaping work was necessary to facilitate development. The new buildings had been strategically placed outside the Root Protection Area (RPA), with minor encroachment addressed through root pruning. Temporary ground protection measures would be implemented to safeguard the RPA (Root Protection Area) of adjacent trees during construction, and No-Dig surfacing would be used for new car parks and woodland paths. In addition to preserving existing trees, the plan included extensive replacement and new planting of native and ornamental species. While there would be a lasting alteration in the land use in certain parts of the site due to development, the focus on landscape and ancient woodland in the development process had aimed to reduce negative impacts as far as reasonably possible on the surrounding landscape.

The SPO affirmed that Officers considered that the proposed planting initiative would enhance the area's character and ensure adequate replacement for the trees that have been removed. Although it is recognised that the development entailed some unfortunate losses and alterations, it would also bring several advantages, including much-needed woodland management and upkeep, which ultimately surpassed the minor drawbacks. In summary, the proposal aligned with policies EN 1, EN 2, EN 4, and EN 9 of the Core Strategy.

With respect to Highways and Parking, the site would maintain the existing primary access off Kelling Road, which would be widened to accommodate two cars passing simultaneously. Two parking areas would be designated on the premises. It was noted that Kelling Road currently has a 60mph speed limit, which would be reduced to 40mph (subject to Traffic Regulation Order) near the site access (to the north extents of the visibility splay) with informal crossing.

Following the submission of amended plans overcoming original concerns raised by NCC subject to conditions, the proposed development was considered to be compliant with Core Strategy Policies CT 5 and CT 6.

In terms of Ecology and Biodiversity Net Gain, it was noted that the development would result in substantial increases in light, visual, and noise disturbance at the

site. However, the proposed development also offered beneficial outcomes for biodiversity, including positive management of woodland and grassland habitats, increased foraging resources for various species, and the conservation of the roof structure and void of Holt Hall, which supports a maternity roost of brown long-eared bat.

The SPO recognised that while the adverse ecological impact were regrettable, the reality was that a project of this magnitude would unavoidably cause some harm within the site's constraints. Nevertheless, the proposal offered valuable public benefits and biodiversity enhancement as required by policy HOLT3 of the Holt Neighbourhood Plan 2023.

Holt Hall, left unused since 2020, could be revitalised for better use, with careful consideration of its environmental impacts. Officers considered, on balance, that the restoration and sustainable management of the site, along with economic investment and habitat preservation efforts, outweighed the residual ecological harm caused by the project, and the proposal would therefore accord with the aims of Core Strategy Policy.

In addition, although the applications were not subject to mandatory BNG requirements to provide any Biodiversity gains, the Applicant had agreed to provide onsite gains anyway.

The proposed enhancements to the extensive woodlands on the site, classified as a County Wildlife Site, Priority Habitat, and partially designated as ancient woodland—an irreplaceable habitat—would primarily contribute to the overall biodiversity net gain complying with Core Strategy Policy EN9 and section 15 of the NPPF.

With respect to the Planning Balance, the SPO stated that overall, the applications aimed to provide new life and purpose for the grade II listed Holt Hall site which was currently redundant. As outlined in the Officer report, the central question for the Committee was whether the extent of demolition and new-build elements proposed were acceptable in relation to identified impacts on heritage assets, ecology and ancient woodland and whether the material considerations in favour of the proposal were sufficient to outweigh identified harms.

The SPO advised that the proposals as discussed at the pre application stage were significantly different from the scheme proposed today. The original proposals would have had an unacceptable and significant impact on the Ancient Woodland. Paragraph 186 of the NPPF states 'development resulting in the loss or deterioration of irreplaceable habitats (such as ancient woodland) should be refused, unless there are wholly exceptional reasons. As a result, it was determined that the proposal had to be revised to prevent significant negative effects on the Ancient Woodland, which would regrettably lead to additional harm to the designated Holt Hall, although this damage would be classified as "less than substantial."

Delivery of the project had presented numerous challenges in balancing the need to provide the necessary functions of the school whilst seeking to reduce adverse impacts on heritage interest features, ecological features and ancient woodland. Officers recognised that it was likely impossible to satisfactorily address all of the consultee comments and concerns.

In respect to heritage impacts, it was fully recognised that harm will result to the grade II listed building and its setting, and this weighed against the grant of

permission requiring sufficient public benefits to outweigh the identified “less than substantial” harm.

With regards to ecological impacts, some harm would arise to ecological features on the site and this harm must be weighed in the planning balance.

To conclude, having regard to the public benefits identified in support of the proposal, Officers considered that these benefits were sufficient to outweigh the harm to heritage and ecological interests and to outweigh any conflict with Development Plan policy. Therefore, both applications were recommended for approval.

Public Speakers

Douglass Ross – Supporting
Jill McGregor – Lanpro (Agent) - Supporting

Local Member

The Local Member – Cllr M Batey – stated that he and the Town Council were in full support of the proposals and recognised that without the proposed development, grade II listed Holt Hall would likely sit derelict, resulting in further deterioration. He acknowledged that the design was for a modern structure, and welcomed the economic benefits the development would bring to the Town, and additional benefits brought to the community who would also be able to utilise the site.

Members Debate

- a. Cllr L Vickers reflected that across the country, many historic buildings were left crumbling due to a lack of maintenance and investment, as was the case with Holt Hall under its previous ownership. She noted that Gresham’s School was one of the largest employers in the area, and that they presented an economically viable plan to preserve the building for the foreseeable future, ensuring use for many generations to come. Cllr L Vickers praised the Conservation and Design Team at NNDC and sympathised with the concerns raised regarding the loss of the ancillary buildings but concluded that the Committee should not allow the perfect to become the enemy of the very good. Cllr L Vickers welcomed the broader community benefits outlined through the proposals, namely the access of facilities by local charities including Holt Youth Project.
- b. The Chairman asked if access to facilities by community groups could be secured by condition.
- c. The DM advised that the proposed public benefits arising from the scheme were largely situated on land owned by the applicant and suggested these be secured by condition. A drafted conditions list had been presented to the applicant for their consideration, based on what the applicant had provided in their submission.
- d. Cllr J Toye thanked all Officers for their input and stated that he was broadly supportive of the proposals. He noted that there would be no formal crossing as part of the scheme, and instead there would be a reduction in speed limit. Cllr J Toye expressed concern regarding road safety for those accessing the

site, noting the public benefits proposed use of the site by community groups, and argued for the implementation of a footpath and cycle access from the Town.

- e. The SPO advised that the proposals had been amended following discussion with the Highways Authority. Originally a Zebra crossing had been proposed, however, it was concluded that due to the rural nature of the road, and the existing 60 mph speed limit, it would not be appropriate to site a zebra crossing in such location. Consequently, the applicant sought to reduce the speed limit to 40mph following a traffic regulation order, and to have an informal crossing. Some signage would also be secured throughout the site, details of which would be secured via condition. The SPO advised that it would be challenging to secure footpaths from the site to the Town Centre given the site ownership, additionally such a footpath would likely result in further loss of trees.
- f. Cllr J Toye was critical of the Highway's Authorities response and considered that a pathway should be installed. Regardless, even if such a pathway were not an aspect of these applications, it should remain the intention and ambition that a footpath be provided in future.
- g. The Chairman noted the Town Councils concern regarding increased traffic movement at the Cromer Road junction, and asked what Highway's response was on this matter.
- h. The DM advised that at one stage the Highways' Authority suggested a survey to assess the impacts at the junction, though when pushed, they were unable to substantiate this request, as the survey would have been conducted after the extension was built. It was noted that the Highways Authority were satisfied with the scheme subject to the outlined conditions.
- i. The Chairman asked if a management plan would be in place during construction phase.
- j. The SPO advised this would be secured via condition, along with a travel plan.
- k. Cllr L Paterson noted that there was a strip of land to the south of the site, which connects the site to the Town, and asked whether this could be utilised.
- l. The DM recognised that this was a historic footpath from Holt Hall to the Town, and questions had been put to the applicant about use of the footpath.
- m. The Chairman invited the applicant to speak. The applicant advised that the land in question had disputed ownership, which had presented a challenge, particularly as some of the land in question had already been built upon, perhaps improperly. He expressed that it was his hope that the historic footpath could be used, but issues first needed to be resolved.
- n. Cllr M Batey supported the comments made by the applicant.
- o. Cllr V Holliday recognised there would be heritage and landscape harm arising from the proposals. She advised, following the Officers presentation, that she was reassured that the public benefits would be achieved, and

agreed these should be conditioned. Cllr V Holliday considered Kelling Road to be dangerous, and the alternate route via Bridge Road was unsuitable. Cllr V Holliday asked if the sports pitches would be lit, and whether the extensive glazing on the site could utilise reduced VLT glazing – which she asked to be conditioned.

- p. The SPO advised that a VLT glazing condition would be included within the list of conditions, to minimise light spill. An additional condition was proposed to secure further details and positioning.
- q. The DM advised that any sports pitch lighting installed could be conditioned to minimise light spill, through its design and placement. He recognised the site was located within designated ‘dark skies’ area and that it was important to reduce negative impacts on protected species also. The Conservation team, through their comments, had requested a lighting condition for a specific temperature of lighting to prevent impact to bats and other species.
- r. The SLO confirmed that the team had sought lower Kelvin lighting, and efforts had been made to reduce light spill to the adjoining woodlands surrounding Holt Hall. Officers were comfortable with the application subject to conditions.
- s. Cllr A Brown welcomed the applications and considered that the significant public benefits attributed to the scheme outweighed the harm to the heritage assets and landscape. As a champion of the Glaven Valley Conservation Area, he would have preferred if the northern extension had been configured in such a way that this extension was made less imposing on the grade II listed asset. He noted that it was unusual for Historic England to comment on this type of application, which was not Grade I listed. Regardless, he was content with the scheme subject to conditions.
- t. Cllr P Fisher acknowledged that a large part of the Officers report related to ecological and landscape considerations, and asked if the Conservation Design Officer, and Landscape Officer would speak to the harm arising from the proposals and how this may be outweighed.
- u. CDTL expressed concern that the ancillary structures to the Hall would be lost, creating a significant level of harm. The principal cause of harm being the extension itself. Typically, when extensions were proposed for listed buildings, they were expected to be subservient to the principal structure. In this instance the extension would have a significantly larger footprint, and its monolithic form would dominate the landscape. The proposals would consequently change the site hierarchy, with the extension forming the main entrance and the Hall acting as an extension to the new building. Harm was also associated with the Sports Hall, which too was a significantly large building and would be situated to the front of the site. Whilst there was landscaping proposed for the walled garden, the quantum of development around its perimeter would divorce the walled garden from the new building. The CDTL considered that alterations to the Hall itself to be relatively light touch, though noted that there were some instances where original Victorian features would be removed to enable corridors and accessways. This was considered to be balanced harm in heritage terms as much of the institutionalised partitioning and additions in the late 20th century would be removed, restoring some of the original features of the Hall.

- v. The SLO advised that there was a lot of knowledge of Wildlife contained on the site and around the Holt Hall estate. The species which would be affected by the proposals included great crested newts, some reptiles, bat roosts, and badger sets. The SLO stated that during the course of the application, the applicant's ecologist had worked constructively with the Council to address the Landscape teams concerns and welcomed the positive relationship. One outstanding concern related to the presence of wax caps in the grassland in the south and east lawn. The SLO advised his primary concern, once the construction disturbance had abated, was the ongoing recreational use of the site by school children which may not be avoided. He noted the applicant had strived to address concerns, had complied with wildlife legislation, and would have the necessary licences in place with respect of protected species. The SLO acknowledged that it was for the Committee to balance the varying aspects of the proposals, and that his comments reflected only the harm to the ecological receptors.
- w. The ADP confirmed the item had been brought to Committee at his request, primarily due to the scale of the proposals, and because of the varying competing issues and opinions. It was not unusual for an application of this scale to receive support and objections from differing consultees. It was for the Committee to consider the planning application as a whole and balance the competing needs and concerns.
- x. Cllr A Fitch-Tillett reflected that this was perhaps one of the most in depth applications she had ever heard at Committee. Cllr A Fitch-Tillett commended the applicant for their efforts to work constructively with the Council.
- y. Cllr P Neatherway thanked the Planning Service for their substantial report. He echoed the comments raised by members and expressed his support for the two applications.
- z. Cllr A Fitch-Tillett proposed acceptance of the Officers recommendation for approval for application PF/24/0265. Cllr L Vickers seconded.

UNANIMOUSLY RESOLVED by 13 votes for.

That Planning Application PF/24/0265 be APPROVED in accordance with the Officers recommendation.

- a. Cllr M Hankins proposed acceptance of the Officers recommendation for approval for application LA/24/0264. Cllr P Neatherway seconded.

UNANIMOUSLY RESOLVED by 13 votes for.

That Planning Application LA/24/0264 be APPROVED in accordance with the Officers recommendation.

- 46 **BODHAM - RV/24/1082 - VARIATION OF CONDITION 2 (APPROVED PLANS) OF PLANNING PERMISSION PF/13/0960 (INSTALLATION OF 3.6MW SOLAR DEVELOPMENT) TO ALLOW INSTALLATION OF 2NO. BANKS OF INVERTERS, ASSOCIATED REPLACEMENT PRODUCTION SUBSTATIONS AND FENCING (PART RETROSPECTIVE), SOLAR FARM, NEW ROAD, BODHAM, NORFOLK**

Officers Report

The SPO – RS introduced the Officer’s report and recommendation for approval. He outlined the sites’ location and relationship with local settlements and detailed the proposed changes to the existing infrastructure. Images in and around the site were provided to the Committee, it was noted that the site was relatively well screened by existing hedging and would be obscured by the existing development.

Public Speakers

None

Local Member

The Local Member – Cllr C Ringer- supplied a written statement, recited by the DM to the meeting. Cllr C Ringer confirmed the application had been referred to Committee due to the constitution, not by himself, and noted there had been no representations made for this application. Whilst not stated in the report, Bodham Parish Council made no objection to the proposal. The Local Member expressed his support for the application.

Members Debate

- a. Cllr R Macdonald expressed his support for the scheme, and questioned why it was presented to Committee. Cllr R Macdonald proposed acceptance of the Officers recommendation.
- b. The ADP advised that the application had been referred to the Committee as required by the Constitution. He confirmed that when the constitution was to be reviewed, he would suggest that clause pertaining to solar farms be removed permitting Officer delegation.
- c. Cllr P Fisher agreed with the proposed change to the constitution and considered it a pity the changes had not yet been made. Cllr P Fisher seconded acceptance of the Officers recommendation.
- d. Cllr A Brown noted a constitutional review was ongoing.
- e. The ADP confirmed that the constitution was being reviewed as part of the Planning Service Improvement Plan, and that the Monitoring Officer was also undergoing a review of the entirety of the Constitution. Constitutional changes was a Full Council function which could not be determined by Committee.
- f. Cllr J Toye asked that the Constitution be future proofed for emerging technologies.

UNANIMOUSLY RESOLVED by 13 votes for.

That Planning Application RV/24/1082 be APPROVED in accordance with the Officers recommendation.

The meeting was adjourned at 10.52am and reconvened at 11.09am.

47 BINHAM - PF/24/0841 - FRONT AND REAR EXTENSIONS TO DWELLING, EXTERNAL ALTERATIONS AT BUNKERS HILL BARN, BUNKERS HILL, BINHAM, FAKENHAM, NORFOLK, NR21 0DF

Officers Report

The PO-NW introduced the Officers report and recommendation for approval subject to conditions.

The PO-NW outlined the sites location, relationship with listed buildings and neighbouring dwellings, and detailed proposed and existing floor plans and elevations as well and provided images in and around the site.

Whilst the proposed extensions were considered to be large, Officers contended that they were subservient to the host dwelling. Further, the rear extension could be developed under permitted development. Officers did not consider the application to be contrary to Core Policy HO8.

With respect to heritage and design and the impact on the character of the area, Officers did not consider that there would be a significant adverse impact by way of the proposal and acknowledged that the materials used were sympathetic with the area and the dwelling was in a sheltered location, not easily visible from the outside courtyard. There was not considered to be significant harm to the conservation area or the over character of the area.

The principal concern was the impact to the neighbouring property, Pilgrims Barn, however it was noted that the agent had provided studies which established that there was already an existing level of overshadowing across the front of Pilgrims Barn. Sun Studies supplied by the agent, established that although there would be an increase in shadowing before midday, after midday there would be no change year-round. The PO-DW stated that there was not a demonstrable adverse impact regarding overshadowing, and therefore this policy requirement was not met.

Public Speakers

Ian Tooley – Objecting
Gaery Pearce (agent) – Supporting

Local Member

The Local Member – Cllr S Butikofer – advised that she had referred this application to Committee due to two main concerns, which were shared by the Parish Council.

First, the application was contained within the Binham Conservation Area, an area the Parish Council had taken an active role to preserve and maintain. It was perhaps a matter of opinion what the impact of the front extension would have to the two attached barns, and the visual line and character of the barns overall. She argued that the rear extension would impact the historic character of the Bunkers Hill area, which was an important feature in the Binham Conservation Area. The Local Member stated the Local Planning Authority should work to uphold Conservation Areas and support the Parish Council in their efforts to retain as much of the original charm and characteristics of the area as possible. The entrance to the Bunkers Hill site passed immediately through two grade II* listed properties, further, access passed the village green, home of a scheduled ancient monument, Binham Market cross.

The Local Member noted within the Officers report that no concerns were raised provided the drawings were accurate, something which the Local Member considered should be expected as they were part of the formal planning process. Additionally, Officers agreed that the rear extension would over domesticate that part of the building. Therefore, Cllr S Butikofer argued, it was known that the rear extension would impact the character of the area. To approve the application, she argued, would be in contravention of policy EN 4 and EN 8.

Secondly, The Local Member contended that proper regard had not been afforded to policy EN 4. She considered that if the proposal were to be built out, it would have a significantly detrimental impact on the occupiers of Pilgrim Barn, given the development would block light to the most significant habitable room in the property (The Lounge). Cllr S Butikofer argued that overshadowing was oppressive to occupiers and would negatively impact the life of habitants.

Members Debate

- a. Cllr L Paterson disagreed with the Officers recommendation and considered the proposal would have a detrimental impact and was not in keeping with its setting.
- b. The Chairman advised Members the options available to them including deferral.
- c. Cllr L Vickers stated that she was not wholly opposed to development in conservation areas and recognised that buildings needed to be lived in if they were to be preserved. However, she shared in Cllr L Paterson's concerns regarding loss of light.
- d. Cllr K Toye considered there to be a lack of information and images to justify approval, and agreed it was important to understand the link between this development and the impact to neighbouring dwellings, specifically the front extension.
- e. Cllr P Neatherway echoed Cllr K Toye's comments and endorsed deferment.
- f. Cllr J Toye expressed his support for deferment.
- g. Cllr L Vickers proposed deferment of the application to enable discussion between the applicant and affected neighbours regarding the front extension. Cllr J Toye seconded the motion.
- h. The DM acknowledged the front extension would have an impact on the neighbour and noted that an existing wall was already causing some overshadowing. He recognised that the applicant was entitled to have their decision determined and reserved the right to refuse negotiation and appeal the decision.
- i. The applicant's agent indicated the applicant would be supportive of deferral.
- j. Cllr V Holliday asked, if the application was to be negotiated, if the rear glazing could also be discussed.

- k. The DM stated that it would be beneficial for Officers to understand which aspects of the proposal the Committee would like to be amended. He noted that, from the Committee's discussion, the front extension was at issue.
- l. Cllr R Macdonald agreed that it was the front extension at issue, otherwise the application was fine.

UNANIMOUSLY RESOLVED by 13 votes for.

That Planning Application PF/24/0841 be DEFFERED.

48 CROMER - PF/24/0201 - ERECTION OF SINGLE-STOREY DWELLING WITH DETACHED BIKE/BIN STORE, THE GLASS HOUSE, FULCHER AVENUE, CROMER, NR27 9SG

The Chairman advised that he had been approached by Cllr T Adams and Cllr J Boyle on behalf of the applicant and their agent to defer the application, as neither party could be present.

The Chairman therefore proposed deferment of the application. Cllr J Toye seconded the motion.

UNANIMOUSLY RESOLVED by 13 votes for

That Planning Application PF/24/0201 be deferred.

49 CROMER - PF/24/1500 - INSTALLATION OF AIR SOURCE HEAT PUMP AT 20 BERNARD ROAD, CROMER, NORFOLK, NR27 9AW

Officers Report

The HPA introduced the Officers report and recommendation for approval. This application had been referred to Committee as it was submitted by Cllr J Boyle. The HPA outlined the sites' location, relationship within the local setting and offered images in and around the site. Since publication of the agenda, Environmental Health has written in support of the application.

Public Speakers

None

Members Debate

- a. Cllr M Hankins questioned why the application was presented to Committee.
- b. The ADP advised that the application was referred to Committee in accordance with the constitution as it related to an elected Member. This was in line with other authorities and was considered open and transparent.
- c. The Chairman queried why air source heat pumps required planning permission in the first instance and weren't permitted development.
- d. Cllr J Toye proposed acceptance of the Officers recommendation.

- e. Cllr P Fisher seconded the motion.

UNANIMOUSLY RESOLVED by 13 votes for

That Planning Application PF/24/1500 be APPROVED in accordance with the Officers recommendation.

50 DEVELOPMENT MANAGEMENT PERFORMANCE UPDATE

- a. The DM introduced the performance management report and welcomed comments and questions from the Committee.
- b. Cllr A Brown considered the figures to be incredibly impressive and highlighted the Planning Service had been recognised for their outstanding record, appearing in the top 12 planning authorities in the country for delivery with respect of timely decision making and appeal record. He expressed his disappointment this achievement had not been celebrated in local media and considered that had the Council appeared in the bottom 12 planning authorities this would have gathered far more attention.
- c. Cllr J Toye congratulated the team and re-enforced Cllr A Brown's comments.
- d. Cllr A Brown noted there were only 4 District Councils listed in the top 12, making the Council in the top 4 for District Councils nationally.

51 APPEALS SECTION

- a. The DM advised that the Inspector had taken a planning judgement call with respect of the Hindringham appeal for a replacement dwelling. The Inspector considered the benefits of the scheme outweighed the harm.

52 PLANNING SERVICE IMPROVEMENT PLAN (PSIP) UPDATE

- a. The ADP introduced the Officers report and spoke to the ongoing improvements through the Planning Service Improvement Plan. He advised that following members feedback at the last Development Committee meeting, the Call In form had been amended to reflect changes requested by Committee and affirmed that those extracts which related to constitutional changes had been removed, to be debated at a later date. The ADP invited the Committee to offer their feedback on the amended form.
- b. Cllr M Hankins welcomed streamline the call in process, and the opportunity to refine reasons for call in with Officers. He sought confirmation there would not be an arbiter determining if a call-in request from a councillor could be refused.
- c. The ADP advised that the amended form did not reflect potential constitutional changes, including use of an arbiter. Such changes would

require further discussion at Committee, at Constitution Working Party, and be agreed by Full Council. The form did permit Senior Officers to have robust conversations with Members regarding reasons for call in, but not to outright refuse a call in request.

- d. Cllr K Toye asked where the form would be available.
- e. The ADP advised the form would be stored in a shared location, be provided by email in the weekly listing email, and also be supplied by the Case Officer at the end of the process.
- f. The Chairman sought confirmation where the form should be sent.
- g. The ADP confirmed the form should be sent to the main Planning inbox (per the guidance note) and not to individual Officers. This would reduce the risk of the form being missed.
- h. Cllr A Brown expressed his surprise that changes permitting adjoining ward councillors to call in an item had not been debated. He hoped sensible judgment could be applied by Members to avoid conflict. Cllr A Brown suggested the form be reviewed in 12 months' time to ensure it was functioning as intended, or if tweaks were required. He welcomed the removal of the arbiter at this time, and considered this could always be reviewed in 12 months if it was felt appropriate. Cllr A Brown also asked that decisions taken be added to a weekly or monthly list email to all members.
- i. The ADP agreed to a review of the new call in form in 12 months' time. He confirmed that adjoining Ward Councillors would have the ability to call in applications for a neighbouring ward and noted the relevant extract in the guidance note. He considered this change would allow the public and parish councils greater opportunity to have their say on applications which impact them.
- j. The DM noted the decisions list used to be published in the agenda but considered that doing so again may give rise to lengthy agendas and this would have an environmental impact due to associated printing of the agenda. He suggested an email could instead be provided to Members detailing decisions made within a month, and that it was important to clarify the type of applications Members wanted to see (i.e. full planning applications, tree works, pre applications etc)
- k. Cllr M Hankins noted the Inspector for the Local Plan had requested the Council increase its housing target in the emerging Local Plan. He asked how this may impact the Council.
- l. The ADP confirmed the current position with relation to the Councils Housing target, and ongoing developments with regards the emerging Local Plan. The Inspector for the Local Plan considered that NNDC should comply with national metrics and therefore should deliver additional housing during the plan period. Officers were subsequently working on how additional homes could be delivered in North Norfolk, which would be reported back to Planning Policy & Built Heritage Working Party and would require further public consultation. Since submitting the draft Local Plan, the new Labour government had been elected, and confirmed a return to national housing targets. The national target for North Norfolk was around 973 homes per

year, double the figure within the submitted draft Local Plan, and higher than the 550-figure detailed by the Inspector. It was hoped the new Local Plan may be adopted early next year, with the 550-housing figure per year. In the interim a new NPPF was expected.

- m. Cllr P Neatherway asked if there was a mechanism in place in which two individuals called in an application to Committee, and if a hierarchy would be applied.
- n. The ADP advised that should a member use the form to call an item to Committee, it would be brought to Committee. If an application was referred to Committee by Senior Officers, it would not be necessary for the Local Member to call in the application.
- o. The Chairman noted that the Committee did not currently consider it appropriate for Officers to act as an arbiter as to whether a call-in request was able to make it to Committee.
- p. Cllr J Toye thanked Officers for encapsulating the changes requested by the Committee.
- q. The ADP spoke to proposed changes to performance indicators, as detailed in the agenda, and endorsed a broader suite of performance indicators to get a more holistic view of the planning service.
- r. The Chairman invited Members to feedback to the ADP and DM after the meeting, and considered the presentation of the data was important.
- s. Cllr A Brown asked if the performance indicators would be referred back to Committee, and if there would also be a 12-month review mechanism.
- t. The ADP advised he would circulate an email to the Committee for feedback. It was likely the revised performance list would be made available from November. The ADP confirmed an annual report would be provided to Committee regarding Planning Performance.
- u. The ADP noted the meeting had already run near 3 hours, and asked whether the Committee would like to go through the final aspect of the report and accompanying presentation, or if it would like to meet to discuss at a later time.
- v. Cllr V Holliday suggested an informal remote meeting be held as a formal decision was not required, this view was supported by the Committee.

53 EXCLUSION OF PRESS AND PUBLIC

Not applicable.

The meeting ended at 12.57 pm.

Chairman

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Registering interests

Within 28 days of becoming a member or your re-election or re-appointment to office you must register with the Monitoring Officer the interests which fall within the categories set out in **Table 1 (Disclosable Pecuniary Interests)** which are as described in "The Relevant Authorities (Disclosable Pecuniary Interests) Regulations 2012". You should also register details of your other personal interests which fall within the categories set out in **Table 2 (Other Registerable Interests)**.

"Disclosable Pecuniary Interest" means an interest of yourself, or of your partner if you are aware of your partner's interest, within the descriptions set out in Table 1 below.

"Partner" means a spouse or civil partner, or a person with whom you are living as husband or wife, or a person with whom you are living as if you are civil partners.

1. You must ensure that your register of interests is kept up-to-date and within 28 days of becoming aware of any new interest, or of any change to a registered interest, notify the Monitoring Officer.
2. A 'sensitive interest' is as an interest which, if disclosed, could lead to the councillor, or a person connected with the councillor, being subject to violence or intimidation.
3. Where you have a 'sensitive interest' you must notify the Monitoring Officer with the reasons why you believe it is a sensitive interest. If the Monitoring Officer agrees they will withhold the interest from the public register.

Non participation in case of disclosable pecuniary interest

4. Where a matter arises at a meeting which directly relates to one of your Disclosable Pecuniary Interests as set out in **Table 1**, you must disclose the interest, not participate in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest, just that you have an interest. Dispensation may be granted in limited circumstances, to enable you to participate and vote on a matter in which you have a disclosable pecuniary interest.
5. Where you have a disclosable pecuniary interest on a matter to be considered or is being considered by you as a Cabinet member in exercise of your executive function, you must notify the Monitoring Officer of the interest and must not take any steps or further steps in the matter apart from arranging for someone else to deal with it

Disclosure of Other Registerable Interests

6. Where a matter arises at a meeting which **directly relates** to one of your Other Registerable Interests (as set out in **Table 2**), you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting but otherwise must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

Disclosure of Non-Registerable Interests

7. Where a matter arises at a meeting which **directly relates** to your financial interest or well-being (and is not a Disclosable Pecuniary Interest set out in Table 1) or a financial interest or well-being of a relative or close associate, you must disclose the interest. You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation. If it is a 'sensitive interest', you do not have to disclose the nature of the interest.
8. Where a matter arises at a meeting which **affects** –
 - a. your own financial interest or well-being;
 - b. a financial interest or well-being of a relative, close associate; or
 - c. a body included in those you need to disclose under Other Registrable Interests as set out in **Table 2**

you must disclose the interest. In order to determine whether you can remain in the meeting after disclosing your interest the following test should be applied

9. Where a matter **affects** your financial interest or well-being:
 - a. to a greater extent than it affects the financial interests of the majority of inhabitants of the ward affected by the decision and;
 - b. a reasonable member of the public knowing all the facts would believe that it would affect your view of the wider public interest

You may speak on the matter only if members of the public are also allowed to speak at the meeting. Otherwise you must not take part in any discussion or vote on the matter and must not remain in the room unless you have been granted a dispensation.

If it is a 'sensitive interest', you do not have to disclose the nature of the interest.

10. Where you have a personal interest in any business of your authority and you have made an executive decision in relation to that business, you must make sure that any written statement of that decision records the existence and nature of your interest.

Table 1: Disclosable Pecuniary Interests

This table sets out the explanation of Disclosable Pecuniary Interests as set out in the [Relevant Authorities \(Disclosable Pecuniary Interests\) Regulations 2012](#).

Subject	Description
Employment, office, trade, profession or vocation	Any employment, office, trade, profession or vocation carried on for profit or gain. [Any unpaid directorship.]
Sponsorship	Any payment or provision of any other financial benefit (other than from the council) made to the councillor during the previous 12-month period for expenses incurred by him/her in carrying out his/her duties as a councillor, or towards his/her election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.
Contracts	Any contract made between the councillor or his/her spouse or civil partner or the person with whom the

	<p>councillor is living as if they were spouses/civil partners (or a firm in which such person is a partner, or an incorporated body of which such person is a director* or a body that such person has a beneficial interest in the securities of*) and the council —</p> <p>(a) under which goods or services are to be provided or works are to be executed; and</p> <p>(b) which has not been fully discharged.</p>
Land and Property	<p>Any beneficial interest in land which is within the area of the council.</p> <p>'Land' excludes an easement, servitude, interest or right in or over land which does not give the councillor or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners (alone or jointly with another) a right to occupy or to receive income.</p>
Licenses	<p>Any licence (alone or jointly with others) to occupy land in the area of the council for a month or longer</p>
Corporate tenancies	<p>Any tenancy where (to the councillor's knowledge)—</p> <p>(a) the landlord is the council; and</p> <p>(b) the tenant is a body that the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were spouses/civil partners is a partner of or a director* of or has a beneficial interest in the securities* of.</p>
Securities	<p>Any beneficial interest in securities* of a body where—</p> <p>(a) that body (to the councillor's knowledge) has a place of business or land in the area of the council; and</p> <p>(b) either—</p> <p>(i) the total nominal value of the securities* exceeds £25,000 or one hundredth of the total issued share capital of that body; or</p> <p>(ii) if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which the councillor, or his/her spouse or civil partner or the person with whom the councillor is living as if they were</p>

	spouses/civil partners has a beneficial interest exceeds one hundredth of the total issued share capital of that class.
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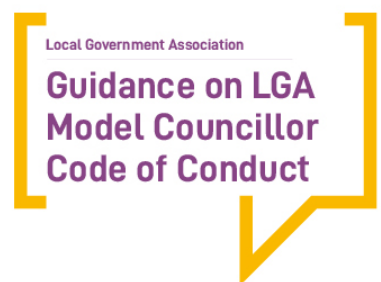
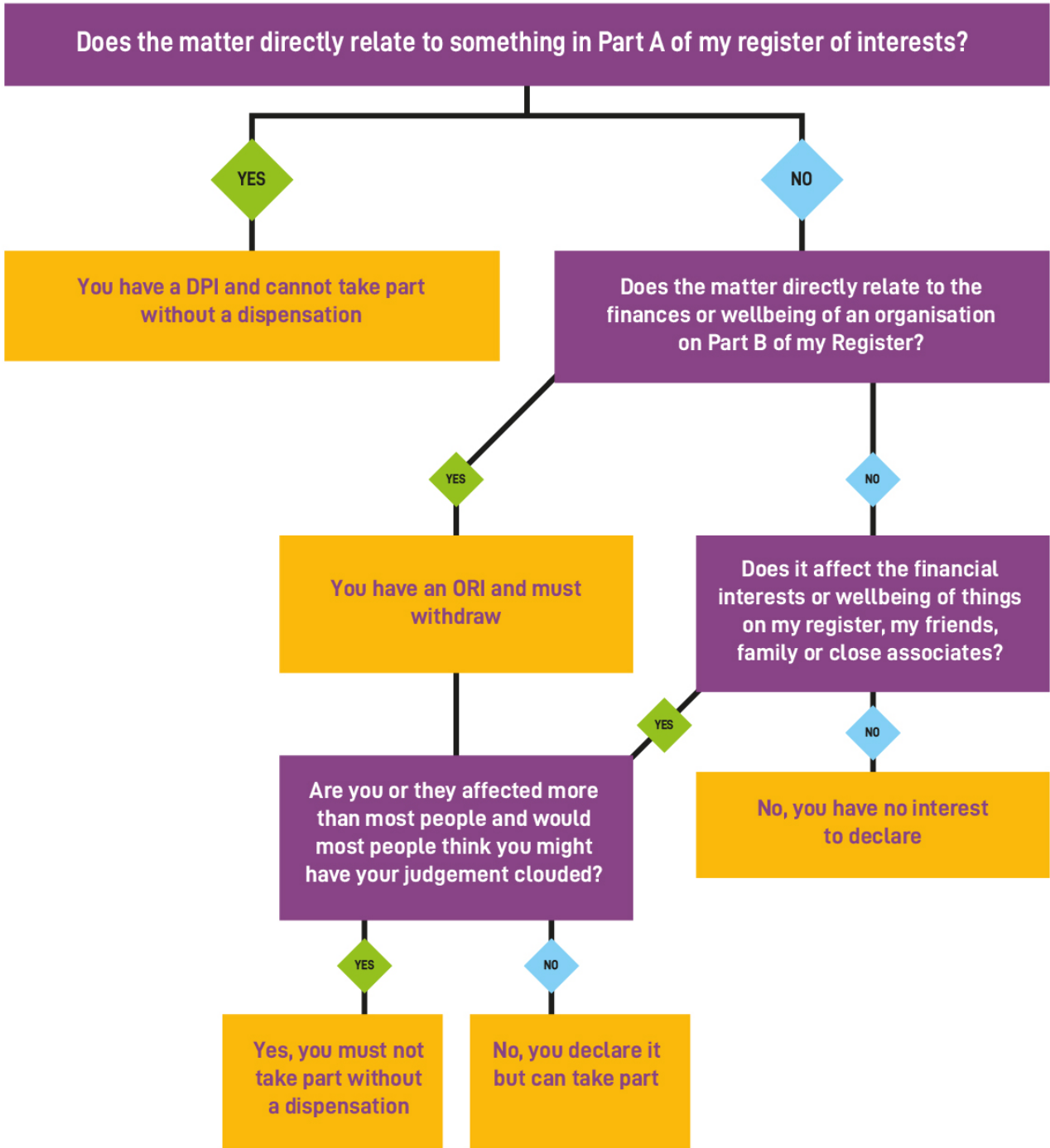
* 'director' includes a member of the committee of management of an industrial and provident society.

* 'securities' means shares, debentures, debenture stock, loan stock, bonds, units of a collective investment scheme within the meaning of the Financial Services and Markets Act 2000 and other securities of any description, other than money deposited with a building society.

Table 2: Other Registrable Interests

You have a personal interest in any business of your authority where it relates to or is likely to affect:

- a) any body of which you are in general control or management and to which you are nominated or appointed by your authority
- b) any body
 - (i) exercising functions of a public nature
 - (ii) any body directed to charitable purposes or
 - (iii) one of whose principal purposes includes the influence of public opinion or policy (including any political party or trade union)



BRISTON – PF/23/2048 – Development of existing barn complex to form 11no dwellings with associated car parking and landscaping, including ground mounted PV Array, Manor Farm, 44 Fakenham Road, Briston, Melton Constable, Norfolk, NR24 2HJ

Major Development

Target Date: 1 January 2024

Extension of Time: 27 September 2024

Case Officer: Mark Brands

Full Planning Permission

RELEVANT CONSTRAINTS:

Site is located in the countryside

Landscape Character Assessment - Tributary Farmland

Grade II Listed building – Manor Farm House (list entry 1049240) the farmhouse is the principal structure, the grouping of farmyard buildings are considered accessory to this listing.

Within Nutrient Neutrality Zone (discharge)

GIRAMS Zones of Influence (various)

EA Risk Surface Water Flooding

THE APPLICATION:

The proposal is for the change of use and associated works to convert former agricultural buildings to create 8 no. dwellings and demolition of existing barn and replacement with 3 no. dwellings to create in total 11 no. dwellings, with associated car parking and landscaping, including ground mounted PV Array

Further details / amendments received during the course of the application

Amended curtilage extent to barn 12, expanded to include Oak tree, and sufficient distance between the proposed boundary fence and hedge

- Proposed site plan, drawing no. PP.500 Rev. E, received 11 July 2024
- Arboricultural Method Statement, drawing no, 290724/01, received 29 July 2024

Amended / updated viability details received 25 June 2024

Revised plans received to address Conservation comments 3 April 2024

- Barn 1 proposed plans, elevations and section, drawing no. B1.PP.1001 Rev. A
- Barn 2 proposed plans, elevations and section, drawing no. B2.PP.1001 Rev A
- Barn 5 proposed plans, elevations and section, drawing no. B5.PP.1005 Rev B
- Barn 6 proposed plans, elevations and section, drawing no. B6.PP.1006 Rev A
- Barn 7 proposed plans, elevations and section, drawing no. B7.PP.1007 Rev. A
- Barn 8 and 9 proposed plans, drawing no. B8.PP.1008 Rev. A
- Barn 8 proposed elevations and sections, drawing no. B8.PP.1009 Rev. A
- Barns 10, 11 and 12 proposed plans, drawing no. B8.PP.1010 Rev. A
- Barns 10, 11 and 12 proposed elevations and sections, drawing no. B8.PP.1011 Rev A
- Battery store and outbuilding proposed plans, elevations and sections, drawing no. OBS.PP.1012 Rev A

- Carport and bin store proposed plans, elevations and sections, drawing no. OBS.PP.1013 Rev A

Updated protected species survey confirming information to do with battery and inspection procedures and nutrient neutrality assessment and mitigation strategy to include woodland planting to offset the proposed redevelopment of the site, and shadow HRA, addressing ecology comments.

- Shadow Habitats Regulations Assessment relating to Nutrient Neutrality (Wild Frontier Ecology, February 2024), received 19 February 2024
- Protected Species Survey (Glaven Ecology, December 2023), received 4 January 2024
- Nutrient Neutrality Assessment and Mitigation Strategy (Create, 3 January 2024), received 4 January 2024

RELEVANT PLANNING HISTORY:

Reference LA/23/2049 (associated application)
 Description Development of existing barn complex to form 11no dwellings with associated car parking and landscaping, including ground mounted PV Array (Listed Building Consent)
 Outcome Pending consideration, this is a joint planning application, to be determined concurrently with this application

Reference PF/23/2455
 Description Erection of grain storage building
 Outcome Approved 02.05.2024

Reference LA/23/1850
 Description Re-building of roadside gable wall to barn
 Outcome Approved 19.10.2023

Reference PU/23/1033
 Description Change of use of agricultural building to 3no. "larger" dwellinghouse (Class C3) and building operations reasonably necessary for the conversion
 Outcome Permission not required 16.08.2023

REASONS FOR REFERRAL TO COMMITTEE:

On the basis of the Council's Scheme of Delegation any development including ground mounted solar panels that have a capacity in excess of 250kw and **the site area exceeds the 0.5-hectare threshold** set out within paragraph 6.2 (4) (b), in this case the site would exceed this threshold.

CONSULTATIONS:

Briston Parish Council – Objects (full comments on public site, summary below)

- Concerns over the scale of development, design, out of character with rest of village.
- Concerns over properties being used as second homes (request legal restrictions)

- Concerns services unable to cope with additional development, particularly the sewage system, Astley School and Melton Constable doctors' surgery.
- Concerns about additional vehicular traffic

Conservation and Design (NNDC) – Comments (following revisions made to the plans to address comments originally made).

Summarising, C&D would reiterate overarching support for these proposals on the basis that they offer a means of securing the future of an important designated heritage asset. Would also stress that much of the scheme has now been appropriately specified and detailed and would adequately mitigate much of the heritage harm.

At the same time, however, the originally expressed concerns around the two new build extensions on Units 1 & 3 have not gone away – in essence they are still considered to be inappropriate for the host buildings and the wider group. Therefore, for the Local Planning Authority to set aside these concerns, it would not only need to be satisfied that there is a justifiable need for these additions but also that there would be sufficient public benefits accruing from the scheme to outweigh the 'less than substantial' harm identified. Otherwise, the application could not be considered compliant under para 208 of the NPPF.

Landscape (NNDC) - Comments (further clarifications have been received in an updated protected species survey, and revisions made to address nutrient neutrality aspects replacing the mitigation to woodland planting, that has since been accepted by NE. Additionally following discussions with the tree officer an oak tree to the north of the site was considered to be impacted from the proposed new curtilage, this was subsequently revised to ensure this tree would not be compromised addressing this issue) - conditions recommended.

Strategic Housing NNDC – Comments

- Proposals are for larger 3-4 bed homes, with generous GIA measurements
- Policy H09 requires 50% of the homes should be affordable
- Most housing need is for smaller one and two bed properties – suggest converting 2 of the larger four-bed homes into smaller two-bed homes thereby increasing the total number of homes and providing some of the smaller homes needed for affordable housing?
- Housing need – 802 households on Council's housing list wanting to live in Briston 159 in bands 1*, 1 and 2 are those in greatest housing need

County Council Highways (Cromer) – Comments (Required revisions, which have largely been implemented including omitting the gates by the entrance and relocating the bin store, stopping up order required to remove highway PD from strip of land adjacent to the highway, which could be secured by a suitably worded condition.

Acceptable in principle, the agricultural activities will continue upon the surrounding landholding with a new building proposed to the north of the site, thus the proposal would be considered to add 66 daily vehicle movements onto the B1354 via the eastern access. Part of the site adjacent to the highway.

NCC - Historic Environment Service – Comments

Development is not considered to have any significant impact on the historic environment

NCC Flood & Water Management (LLFA) – Comments

Refer to standing advice for major developments below LLFA thresholds

Norfolk Rivers Drainage Board – Comments

Within Board's Watershed Catchment.

Drainage strategy reliant on infiltration into a pond to the north of the site is likely to be achievable, should this not be viable, discharge into the catchment should be in line with the Non-Statutory technical standards for sustainable drainage systems (SuDS). Recommend discharge from the site is attenuated to the Greenfield Runoff Rates wherever possible.

Anglian Water – Comments (recommending informatives)

- Site is in proximity to AW assets
- Foul drainage is in catchments of Briston Water Recycling Centre which has capacity for these flows
- The sewerage system at present has available capacity for these flows
- The foul drainage from this development is in the catchment of Briston Water Recycling Centre that will have available capacity for these flows
- proposed method of surface water management does not relate to Anglian Water operated assets

Environmental Health – Comments

(Following further clarifications, and resolution of other concerns,)

Noise – concerns of noise from the grain store considered under PF/23/2455 have been addressed with an updated acoustic assessment, which included upgraded noise mitigation measures. Noise from plant and equipment – more details and clarifications required regarding the pv array and plans for ASHPs (can be conditioned)

Refuse Storage and collection – sufficient bin storage capacity, and unfettered access to the bin stores for collection

Natural England – No objection – subject to appropriate mitigation being secured

In order to mitigate the adverse effects and make the development acceptable, the following mitigation measures are required

- Implementation of the required woodland planting and securing its maintenance in perpetuity, prior to the occupation of dwellings. Details of the required woodland planting should be provided by the applicant and secured by your authority
- A financial contribution of the current tariff to be paid into the Norfolk Green Infrastructure and Recreational Avoidance Mitigation Strategy (GIRAMS).

Norfolk Constabulary (Designing Out Crime Officer) – Comments

Area characterised by low levels of crime. Site secure (with use of gates since omitted), consideration should be given for security around the ground mounted pv array to deter criminal damage and theft. The landscape plan is very good, encourage further defensible planting, some concerns over lack of surveillance towards carport.

REPRESENTATIONS:

2 public comments received, **objecting** to the proposals. Summary of the comments can be found below (full comments can be found on the public site);

- Impact on local ecology and protected species

- Concerns over surface water flooding
- Concerns over highway safety, and capacity to accommodate additional traffic
- Local school oversubscribed

Objection also received from CPRE (The Countryside) Charity, full comments available on the public site, summary of main points below;

- Absence of affordable housing
- Potential increase of light pollution

HUMAN RIGHTS IMPLICATIONS:

Art. 8: The right to respect for private and family life.

Art. 1 of the First Protocol: The right to peaceful enjoyment of possessions

Having considered the above matters, APPROVAL of this application as recommended is considered to be justified, proportionate and in accordance with planning law.

CRIME AND DISORDER ACT 1998 - SECTION 17

The application raises no significant crime and disorder issues.

LOCAL FINANCE CONSIDERATIONS

Under Section 70(2) of the Town and Country Planning Act 1990 the council is required when determining planning applications to have regard to any local finance considerations, so far as material to the application. Local finance considerations are not considered to be material to this case.

RELEVANT POLICIES:

North Norfolk Core Strategy (September 2008):

Policy SS 1 - Spatial Strategy for North Norfolk

Policy SS 2 - Development in the Countryside

Policy SS 4 - Environment

Policy SS 6 - Access and Infrastructure

Policy EN 2 - Protection and Enhancement of Landscape and Settlement Character

Policy EN 4 - Design

Policy EN 8 - Protecting and Enhancing the Historic Environment

Policy EN 9 - Biodiversity and Geology

Policy EN 13 - Pollution and Hazard Prevention and Minimisation

Policy HO 1 - Dwelling Mix and Type

Policy HO 2 - Provision of affordable housing

Policy HO 8 - House Extensions and Replacement Dwellings in the Countryside

Policy HO 9 - Conversion and Re-use of Rural Buildings as Dwellings

Policy CT 5 - The Transport Impact of New Development

Policy CT 6 - Parking Provision

Material Considerations

National Planning Policy Framework :

Chapter 2 - Achieving sustainable development

Chapter 4 - Decision-making

Chapter 5 - Delivering a sufficient supply of homes

Chapter 8 - Promoting healthy and safe communities

Chapter 9 - Promoting sustainable transport
Chapter 12 - Achieving well-designed and beautiful places
Chapter 14 - Meeting the challenge of climate change, flooding and coastal change
Chapter 15 - Conserving and enhancing the natural environment
Chapter 16 - Conserving and enhancing the historic environment

Supplementary Planning Documents and Guidance

Norfolk Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy -
Habitats Regulations Assessment Strategy Document (2021)
North Norfolk Design Guide (December 2008)

OFFICER ASSESSMENT:

Main Issues:

- 1. Principle of development**
- 2. Design and conservation considerations**
- 3. Amenity**
- 4. Housing mix and tenure**
- 5. Landscape**
- 6. Ecology**
- 7. Energy and sustainability**
- 8. Environmental Health**
- 9. Access and Parking**
- 10. Flooding and drainage**
- 11. Nutrient Neutrality**
- 12. Recreational Impacts**
- 13. Planning balance and conclusion**

1. Principle of development

The site lies to the north of Fakenham Road, comprising a cluster of agricultural buildings, located outside of a settlement boundary, and therefore designated as 'countryside' under Policy SS 1 of the North Norfolk Strategy, which sets out the spatial strategy for the North Norfolk district. Briston and Melton Constable are designated as a Service Village in the settlement hierarchy under SS 1 (where a small amount of new development is supported to support rural sustainability), and this settlement boundary includes dwellings opposite the application site, on the south side of Fakenham Road

In areas designated as countryside, Policy SS 2 restricts development to that which requires a rural location and is for the types of development listed in the policy. This includes the conversion of suitable agricultural buildings to appropriate uses and replacement dwellings and the principle of development is therefore supported subject to compliance with other relevant policies within the Development Plan and having regard to any other relevant material considerations including those within the NPPF.

2. Design and conservation considerations

Core Strategy Policy EN 4 states that all development will be of a high quality design and reinforce local distinctiveness. Design which fails to have regard to local context and does not

preserve or enhance the character and quality of an area will not be acceptable. In this case the proposal is of a good visual design, demonstrating a good understanding of the context of the building and site and respecting its character.

Policy HO 8 permits the replacement of dwellings in the countryside where the proposal would not result in a disproportionately large increase in height or scale of the original dwellings and would not materially increase the impact of the dwelling on the appearance of the surrounding countryside.

Policy HO 9 allows for the conversion and reuse of buildings in the Countryside to dwellings subject to this being in an appropriate location, worthy of retention, structurally sound and suitable for conversion without substantial rebuilding or extension and the alterations protect or enhance the building and its setting and of an appropriate scale.

Policy EN 8 of the Core Strategy states that development proposals should preserve or enhance the character and appearance of designated assets, historic buildings/structures, monuments, landscapes and their settings through high quality, sensitive design. This policy also seeks to ensure that the character and appearance of Conservation Areas is preserved, and where possible enhanced, encouraging the highest quality building design, townscape creation and landscaping in keeping with these defined areas.

When considering proposals or works affecting listed buildings, Section 66(1) of the the Planning (Listed Buildings and Conservation Areas) Act 1990 states:

'In considering whether to grant planning permission or permission in principle for development which affects a listed building or its setting, the local planning authority...shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'.

The barns to be converted are located amongst a cluster of agricultural buildings and the Grade II Listed farmhouse and historically forms part of the same grouping, its conversion to a C3 use is therefore appropriate. It has been demonstrated through the structural report that the barns are generally in a sound structural condition and readily adaptable for conversion to residential accommodation and are not considered to require substantial rebuilding. See summary from the structural report below;

'To summarise, provided civil and structural design, construction, repair, and maintenance works are all undertaken in accordance with modern codes of practice and regulations; and following the advice and recommendations in this report, there is no reason why the existing barns 1-8 cannot be converted into habitable domestic properties that will be structurally sound for many years to come'.

Barns 10, 11, 12 (following demolition of existing barn A)

The agricultural building to be demolished and replaced with 3 no. dwellings (each comprising 4 bedrooms) benefits from a Class Q permission (PU/23/1033), confirming the works fall under the scope of Permitted Development in accordance with the conditions and limitations imposed by the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). This includes the requirement set out within Article 3(1) that regulations 75-78 of The Conservation and Habitats and Species Regulations (as amended) are complied with, concerning nutrient neutrality. A Regulation 77 application has been undertaken and accepted to demonstrate the development would be nutrient neutral under

CD/24/0243. The Class Q conversion is therefore considered by the Local Planning Authority to be a viable fallback position in considering the proposals to replace the barn with 3 new units, subject to compliance with design and the replacement dwelling policy.

Following revisions made to the plans, to address concerns raised regarding the ridgeline, and use of dormers affecting the agrarian character of the site, the dormers have been omitted, and instead features rooflights to reduce the visual impact, and provide appropriate lighting and means of escape. The end unit (12) has been increased to full 2 storey to break up the roofline, with the other two units subordinate with a lower scale 1.5 storey. The block would have prominence to the western side of the site, given this doesn't have a historic association with the rest of the site, a more contemporary build and material approach is appropriate to avoid disrupting the context and character of the rest of the site and its collective value. The inappropriate domestic features of the dormers have been omitted, and the materials are considered compatible with such a site, with facing brickwork, cladding and black metal roof.

The existing modern agricultural barn is of negligible aesthetic value, it is of a utilitarian form and scale. The proposed replacement is not considered to materially increase the impact of the barn / new dwellings on the surrounding landscape. The maximum height doesn't exceed the ridgeline height of the existing barn, the extent of the built form would be extended outside of the current footprint but within the overall built-up envelope of the site, with the extended part being to the south over the hardstanding area to the front of the existing barn, alongside the other barn range to the east. Additionally, the proposed building would be narrower and is more appropriate, with a proportionate scale and profile. The form is considered of a good visual design, sympathetic to the surroundings according with policies EN 4, HO 8 of the Local Plan.

Conversion of barns 1, 2, 3, 4, 5, 6, 7, 8, 9 (and demolition of existing barns B, C, D, E)

Barns 1, 2 and 3

Barn 1 is located at the northern part of the site, comprises a simple linear cartshed with traditional brick and flint detailing (support posts have been rebuilt). Adjacent to the south is Barn 2, comprising a characterful two-storey granary with arched bays at first floor level and restrained fenestration above. Barn 3 is located to the southwest and similar to Barn 1, being single storey, traditionally detailed, appears to have housed livestock and is of a simple linear form. The proposed conversions of these structures seek to create 3 dwellings, Barn 1 comprising 4 bedrooms, barns 2 and 3 comprising 3 bedrooms.

Revisions were made to the plans to address concerns raised by the Conservation Officer, including to the rooflights location and positions and removal of canopies to ensure better visual appearance and balance, avoiding an overly domestic appearance. The means of conversion of Barn 2 is considered appropriate, retaining and respecting the character of the former granary and its utilisation of existing openings. Barns 1 and 3 include perpendicular contemporary extensions, which would complicate the simple linear forms of these buildings and sit uncomfortably against the modest barn structures.

The extension to barn 1 would project by around 13m from the east elevation and have a width of 6.4m (the projection includes the articulated small link to the main part of the extension measuring 1.4m with a width of 4.6m, ensuring there is a set back from the main part of the extension), creating an additional footprint of 78sqm.

The extension to barn 3 would project by around 9m from the south wall and have a width of 5.6m (the projection includes the articulated small link to the main part of the extension measuring 1.3m, with a width of 5.1m, ensuring a set back from the main part of the extension), creating an additional footprint of 49sqm. The proposals fundamentally alter the underlying form and character of the buildings. The extensions are articulated from the linking structure. These elements would be large, dominating and will exacerbate the harm already created to the simple form of the buildings. Barn 3 has south elevation openings however the elevation is extensively re-worked, rather than utilising the existing openings. The proposals lack sensitivity and detrimentally affect the character of this building.

The means of conversion of barns 1 and 3 would therefore conflict with local policy considerations, as policy HO 9 sets out such conversion proposals should only be permitted where substantial rebuilding or extensions, and the alterations protect or enhance the character of the building and its setting. Additionally, EN 4 sets out that the scale and massing of new development relates sympathetically to the surroundings. The extensions are inappropriate for the host buildings and the wider grouping, Officers consider that the harm to Barns 1 & 3 and their contribution to the wider historic group weighs against the grant of planning permission..

Policy EN 8 supports the re-use of listed buildings and associated curtilage listed buildings but requires development proposals to preserve or enhance the character and appearance of the designated assets. In this case the extensions would result in harm and would be contrary to Policy EN 8. This harm is less than substantial to the significance of the designated asset and as such, in accordance with paragraph 208 of the NPPF, this harm would need to be weighed against the public benefits of the proposal, including, where appropriate, securing its optimum viable use. This assessment of the harm against the public benefits of the development will be set out further in the report when considered against the whole development of the site.

Demolition of barns B, C, D, E

The proposal includes demolition of later low aesthetic value barns and infill structures, returning the site to the original layout of barns. These are of low quality, and do not make a positive contribution to the grouping of agricultural buildings, their demolition would be a positive intervention, and better reveal the significance of the historic group, and scope for enhancing the overall setting of the grade II listed entity, with the land being repurposed as gardens for the barn conversions. This aspect is therefore in accordance with local policy considerations.

Carport (Barn 4), bike and bin stores

Barn 4 is an older building, and probably has its roots within the historic group, however this has been heavily altered over time and now lacks any real significance towards the historic group. As such there are no objections to this building's demolition and would also represent a logical position for a new carport and bin store structure to replace this. The proposed new building would affectively reinstate the built form and enclosure within the middle of the site. The new Barn 4 carport and bin store building would provide parking provision for barns 2, 3 and 7 and the bin store serving units 1, 2, 3, 7, 10, 11, 12. The outbuilding to the front adjacent to Barn 8/9 would be converted to provide a bike store and bin store to serving the rest of the units (5, 6, 8, 9).which is considered an appropriate reuse of this smaller structure to the front of the site. Limited works are required to accommodate this use. The new building and conversion of the outbuilding are therefore considered acceptable.

Barns 5, 6, 7, 8, 9

Barn 5 appears to be the oldest building in the group and sits immediately adjacent to the '*principal*' listed house, this 18th century threshing barn is the most important of the '*accessory*' structures on the site. The proposal seeks to convert the barn into a 3 bedroom property. The front elevation mostly utilises existing openings. Revisions were made to the plans to address concerns raised including the removal of rooflights and repositioning of flue. The existing sliding barn doors and track are to be renovated/ repaired and retained, set in an open position. New openings are rational and the means of conversion is both appropriate and sympathetic to the character of the building, retaining key characteristics and features.

Barn 6 is dominated by its asymmetric form and prominent south-facing roof slope, this particularly building is a relatively inanimate within the wider historic group but is important to the visual context of the immediately adjacent Barn 5. The building has been altered over time, it lacks the level of significance found elsewhere in the group. Nonetheless, by virtue of its age and focal position, it still makes a positive contribution to the group as a whole. The proposal seeks to convert this into a 4 bedroom property. The means of conversion is considered appropriate, utilising and reinstating openings. Revisions have been made omitting a rooflight, and reducing the rooflight over the stairs, The rooflight does raise some concern, but this has been reduced, recognising there would be limited options to provide alternative lighting in this section. The rear ground floor opening has been amended and is more commensurately sized.

Barn 7 comprises a former piggery with outside feeder pens, its use can be easily discerned through its arrangement of openings. The proposals seek to convert this into a 4 bedroom property. The means of conversion is considered appropriate, making use of existing openings. The canopy and Juliette balcony has been omitted and rooflight reduced addressing concerns previously raised, the means of conversion is on balance considered appropriate.

Barns 8 and 9 are to all intent a single structure, being a single isled threshing barn. It is an attractive and commanding building standing gable end to the road and which faces directly back to the listed house. With its catslide roof and ridgeline vents to the fore, it most definitely enhances and gives meaning to the overall setting of the heritage asset. Equally, it has a significant want of repair (most obviously the roadside gable which is due for reconstruction). It is currently shrouded by unsightly structures on its western side (barns D and E). It is therefore urgently in need of attention and a viable reuse. The proposal would convert this building into 2 no. 3 bedroom properties. The plans have been revised, reducing the rooflights on the west elevation, and reducing the openings on the east elevation, reducing the visual impact from the size and cumulative impact from the openings on the original plans and reducing the loss of historic fabric. The roof vents are to be removed, which would result in the loss of a feature that reinforces the building's function, utilitarian appearance and visual interest at a high level. Regrettably the vents have been found to be made of asbestos and not suitable for retention, on balance their loss is considered acceptable.

The proposals would also result in the partial demolition of the farmyard wall to facilitate parking which would result in no more than a localised harm, which is otherwise accepted in the interests of creating a workable layout

Summary

Overall, the means of conversion of the barns is broadly acceptable and would accord with local policy considerations which seek to ensure that conversions are undertaken in an appropriate and sympathetic manner, respecting the characteristics of the site and preserving the historic fabric. The means of conversion would utilise existing openings, to reduce the external impacts from the conversion and keeping domestication to a minimum, to ensure the

agrarian character of the site and grouping of barns are respected keeping new openings limited and rationalised. Internal and external features are being restored and retained where possible.

There is an overarching support from Officers for these proposals, as a means of securing the future of an important designated heritage asset. Harm has been mitigated through revisions made. However, support is not unequivocal, the notable exceptions of the large uncharacteristic and dominating perpendicular extensions to barns 1 and 3 is most unfortunate. This harm would need to be weighed against the public benefits accruing from the proposals to be compliant with paragraph 208 of the NPPF. Subject to satisfying this aspect, the proposals would broadly be compliant with the local conversion, conservation and design considerations.

3. Amenity

Policy EN 4 requires that proposals should not have a significantly detrimental effect on the residential amenity of nearby occupiers. New dwellings should provide acceptable residential amenity, both to external amenity and internal living space dimensions.

Paragraph 140 of the NPPF states that developments should create places with a high standard of amenity for existing and future users.

All units would have generous internal layouts, with sufficient lighting levels and acceptable curtilage extents, exceeding minimum guidance from the design guide with gardens mostly larger than the footprint of the dwellings. The layout, scale and orientation of the proposed dwellings both in relation to each other would not result in any harm to the amenities or privacy between each dwelling (future occupiers) of the development by reasons of overlooking, overbearing or loss of daylight or sunlight.

The only residential property in proximity is Manor Farm House, outside of the application site, adjacent to the front of the site, the amenity of this property would not be negatively impacted, given the siting and orientation of the property. There is a new grain store proposed, well distanced from the site to the north and with mitigation measures included as part of that application to ensure future occupants would not be adversely affected by noise.

The proposal is considered to have acceptable residential amenity for existing and proposed residential properties and would comply with Core Strategy Policy EN 4 and Section 12 of the NPPF.

4. Housing mix and tenure

Core Strategy Policy HO 1 sets out that 'on schemes of five or more dwellings at least 40% of the total number of dwellings shall comprise of not more than 70sqm internal floor space (now 80sqm) and incorporate two bedrooms or fewer; and on schemes of five or more dwellings at least 20% of dwellings shall be suitable or easily adaptable by the elderly, infirm or disabled.'

Core Strategy Policy HO 2 sets out that where it is viable to do so, that on all schemes of 10 or more dwellings (including conversion of existing buildings HO 9), affordable housing provision shall be included within the proposals. The application is accompanied by a Financial Viability Assessment, evidencing it would not be viable to include the provision of affordable

housing as part of the proposed development. The Local Planning Authority has sought to confirm this, and the findings in the report have been corroborated by an external consultant. There would be some profitability from the proposals so, while the addition of affordable housing is not viable on the site, a commuted sum (in the region of £52,400 in addition to public open space and GIRAMS contributions) can be paid to the council through a S106 Legal Agreement. The commuted sum can be used alongside other commuted sums for investment in future affordable housing projects. On the basis of viability evidence, the proposal would accord with Policy HO 2.

The housing mix does not comply with Policy HO 1, as noted from the strategic housing team. The proposed dwellings would have large GIA measurements comprising 3-4 bedrooms. It is recognised there could be capacity for smaller units to be accommodated on site, particularly barns 1 and 3 by omitting the extensions. However, omitting these extensions may compromise development yield and the viability for redevelopment of the site, by reducing the value of these units. Whilst it is regrettable that smaller dwellings cannot be provided resulting in a departure from Policy HO 1, this departure from policy would need to be weighed in the planning balance.

5. Landscape

Policy EN 2 seeks amongst other matters to ensure that development be informed by, and be sympathetic to, the distinctive character areas identified in the North Norfolk Landscape Character Assessment. Proposals should demonstrate that their location, scale, design and materials will protect, conserve and, where possible, enhance the special qualities and local distinctiveness of the area, distinctive settlement character and the setting of, and views from, Conservation Areas.

The soft and hard landscaping proposals are considered appropriate and have been carefully considered to complement the site regarding the form and texture of hard surfacing. An appropriate planting scheme is also proposed with an appropriate mix of native planting, and hedging to connect with existing hedgerows, promoting green corridors on the site, with good quality boundary treatments, with brick and flint walls, woven steel fencing and combination of the two, avoiding close boarded fencing

External lighting is to be limited and low level and/ or downward pointing with no upward facing external light fittings, focused around illuminating entrances to the properties and within the parking and communal spaces

The existing alleyway between barns 4, 6, 7, 8, 9 is proposed to be landscaped as a pedestrian street, providing accessibility and permeability between the front and rear sections of the site and provide the converted barns with a more active area connecting to the street, rest of the site and parking and communal areas. To the west end would be a recreation space serving the dwellings and open space for children to play. A large pond to the east of the site would be restored, retaining significant trees, and creating a landscaped shared amenity space along the western edge of the pond for use by the site residents. The parking areas would also be broken up with landscaping between and around these areas to avoid a parking dominated development. There were concerns over the proximity of the new boundary treatment to barn 12 to a mature oak tree but this has been revised, extending the curtilage extent and including the oak tree in the garden to barn 12, and ensuring the boundary treatment would be appropriately distanced to ensure this would not impact this tree.

Subject to conditions, Officers consider that the proposal would accord with the aims of Core Strategy Policy EN 2.

6. Ecology

The application is accompanied by a Preliminary Ecological Appraisal and Protected Species Survey, a summary of the key findings of the reports includes:

- No impacts upon designated sites were foreseen.
- GCN are known to be present in the area though the species is likely absent from the pond closest to the site (70m east) based on regular surveys and a negative eDNA result in 2023.
- Day roosts were recorded for common pipistrelle in barns 3, 5 and 8/9 and barbastelle bat in barn 8/9. Hibernation roosts for common pipistrelle and *Myotis* sp. were also recorded in barn 5. An EPSM licence will be required to undertake works lawfully.
- Barn owl pellets were recorded in barns 1 and 2, with an existing access point and small owl box inside at the northern gable of barn 1. A barn owl box was also present in barn 2. An adult barn owl was observed taking food into barn 1 with chicks heard from within the barn owl box during June and July bat surveys.
- Recommended mitigation includes precautionary construction measures, sensitive lighting design, mitigation specific to bats which will be required as part of the EPSM licence, undertaking works outside of the breeding bird period, permanent provision of a barn owl nest box in Barn 1 and a barn owl nest box to be installed on a nearby tree at least 30 days prior to works commencing.
- Recommended enhancements include one bat box and one swift box per converted dwelling (either integrated or mounted externally).

Officers are satisfied that the impacts upon roosting bats would be sufficiently mitigated and compensated for through licensing, and the favourable conservation status of the local bat populations affected would be maintained. The mitigations and enhancements are considered appropriate, note the preference for an additional permanent barn owl box, but on balance the provision proposed with 1 permanent and 1 temporary is considered acceptable and would accord with local policy considerations.

Subject to conditions, Officers consider that the proposal would accord with the aims of Core Strategy Policy EN 9.

7. Energy and Sustainability

Policy EN 6 requires all new development to demonstrate how it minimises resource and energy consumption by and encouraged to incorporate on site renewable energy sources. On developments of 10 dwellings or more (including conversions) there will be a requirement on site renewable energy technology to provide for at least 10% of predicted total energy usage. Local Policy EN 7 sets out that renewable energy proposals will be supported and considered in the context of sustainable development and climate change, taking into account the wide environmental, social and economic benefits of renewable energy gain and their contribution to overcoming energy supply problems in parts of the district. Proposals for renewable energy technology, associated infrastructure and integration of renewable technology on existing or proposed structures will be permitted where individually, or cumulatively, there are no significant adverse impacts on; The surrounding landscape, townscape and historical features

/ areas; Residential amenity; Specific highway safety, designated nature conservation or biodiversity considerations

Paragraphs 158 - 163 of the NPPF set out that the supply of renewable and low carbon energy production should be supported in decision making and local plans. The local plan and the NPPF support the principle of such schemes that make a positive contribution towards more sustainable energy generation and reducing greenhouse gas emissions. The NPPF (para 163) sets out that the Local Planning Authority (LPA) should not require applicants to demonstrate the overall need and recognises that even small-scale projects provide a valuable contribution.

The application is accompanied by Energy and Sustainability Statement setting out the energy efficiency and sustainable approaches that would be pursued redeveloping the site. Amongst some of the areas outlined include the small field to the north of the site to the north of the site which would feature a ground mounted Photovoltaic Array, supplemented by battery storage located within a small outbuilding, providing off-grid energy for the dwellings on the site, the field benefits from mature hedging that largely screens this area to the east, west and north, with boundary treatment to the south from the proposed redevelopment of the site, this area would largely be screened from the wider landscape and historic grouping of buildings.

The proposal includes the installation of 12 arrays of photovoltaic (PV) panels alongside a battery storage system. Each PV array would consist of 22 PV panels, with a combined peak pv peak power of 112.2 kWp, and estimated energy output of 103.44 megawatt hours. Estimated carbon emissions reductions from the development after incorporation of 264 pv panels is expected to be 79%, including other energy efficiency measures incorporated into the design including fabric efficiency and sustainably sourced materials prioritised or include recycled contents to reduce embedded carbon, low and zero carbon technologies such as the provision of air source heat pumps for all dwellings.

As the proposal includes a large solar array in the rear field, this would minimise energy consumption from more unsustainable forms of energy from off-site sources supplied through the national grid. Given the scale of the solar array, the development would generate a significant proportion of the energy needs, well in excess of the recommended figure in the policy and incorporating other measures to minimise resource and energy consumption on site.

The proposed redevelopment scheme would incorporate sustainable principles into the construction and ensure the delivery of an energy efficient scheme, utilising renewable decentralised energy generation and low carbon systems including from the use of air source heat pumps and the solar array. The proposals would accord with local policy considerations EN 6 and EN 7.

8. Environmental Health

Noise

There were initial concerns over a proposed grain storage building, 420 metres to the far north of the site and the noise impact this could have on future occupants on the application site (approved under PF/23/2455). The acoustic details were subsequently updated on this application including upgraded noise mitigation measures. Noise from the proposed grain store, if adequately controlled by proposed mitigation measures, is not expected to adversely

affect the residential amenity of the application dwellings proposed in this application PF/23/2048

Further details were requested for the battery store regarding mechanical extraction and air source heat pumps; however, these details can be secured by way of a condition to ensure the appropriate specifications / mitigations are included to ensure these would not adversely affect future occupants of the site.

Contamination

There is low to moderate contamination potential on the site, relating to the previous use and materials including asbestos etc. The environmental health team have assessed the AF Howland report (TJS/23.045) and confirm the report is sufficiently robust to support the conclusions of the author. The contamination report has indicated that the potential site risk to end users is sufficient to warrant further characterisation of the site, a condition can be included to secure this, and identify any remediation that may be required and an informative on asbestos removal.

Bins

Following further clarification and revisions, all of the units refuse and recycling storage would be accommodated in the two bin stores on the site. This fulfils requirements in relation to residents not being required to carry their waste an unreasonable distance to the communal bins.

9. Access and Parking

Policy CT 5 requires development to provide safe and convenient access for all modes of transport, including access to the highway network. Policy CT 6 requires new development to have sufficient parking facilities. Paragraph 115 of the NPPF states that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.

Further clarification and revisions have been made to the proposals to address comments made by the Highway Authority. This included removing the gates to avoid queuing traffic resulting from the additional 66 vehicular movements that would be associated with the proposed development, relocating the bin store and omitting walls. This addresses the comments initially made, and the site is noted as being acceptable in principle from a highway perspective.

There would be sufficient parking provision within the site commensurate with the parking requirements, and sufficient manoeuvrability, according with policy expectations.

The Highway Authority finds that part of the curtilage area associated with barn 8/9 is unregistered land, whereby the legal presumption of *ad medium filum* 'up to the middle line' would apply. In effect this means the adjacent landowner to a highway route owns the land up to the middle of that route. Because highway rights exist on the surface of this land, the landowner is responsible for the subsoil only and the highway authority is responsible for the surface. Part of the new curtilage wall would be within this affected area, as such a stopping up order would be required to remove highway permitted development rights from the land and associated responsibilities. In discussions with the Local Highway Authority, this can be secured by way of an appropriately worded condition affecting this small strip of land.

Subject to conditions, the proposal would accord with Core Strategy Policies CT 5 and CT 6.

10. Flooding and Drainage

Core Strategy Policy EN 10 seeks to direct most new development to areas of lower risk of flooding (Flood Zone 1). A site-specific flood risk assessment is required for development proposals of “1 hectare or greater in Flood Zone 1.” Moreover, in relation to surface water drainage, the Policy sets out that appropriate surface water drainage arrangements dealing with surface water run-off from the new development will be required.

The site concerning the location of the barns and farmhouse are located within Flood Zone 1, as such has low probability of fluvial or tidal flooding. The risk from flooding from all sources is generally considered to be low, with mitigation measures also set out to manage any residual risks from flooding.

The topographic survey shows the site generally falls to the north. Levels fall from 60.94m AOD in the southwest area of the site to 57.14m AOD – 57.70 in the northeast. The majority of the site is primarily at a very low risk of surface water flooding from extreme rainfall, with the dwellings placed away from primary flow routes, the risk from surface water flooding is generally low. Flooding from surface water remains a residual risk due to the potential for rainfall to exceed the design standard of the proposed drainage system. Appropriate mitigation measures are included including flow routing, external areas to be profiled so as any runoff would be directed away from dwellings and into the site roads and into the designated open space areas, and floor levels of all units would be raised above the surrounding area according building regulations standards.

Risk from groundwater is considered low, with no evidence of shallow ground water observed, but remains a residual risk of perched groundwater and climate change impacts. The proposal includes appropriate mitigation measures including waterproofing, de-watering as necessary through construction phase, all soakaway invert levels to be set to provide the 1.2m unsaturated zone between the base of the soakaways and potential groundwater level, and no soakaways to be placed in areas where groundwater seepage is encountered.

Risk from sewer flooding or water mains flooding is low, but a residual risk is managed by site drainage and regular inspection, and water mains placed within main service corridors beneath roadways, to ensure any floodwaters from water mains are contained and channelled towards attenuation basins.

A new foul water system would be constructed to serve the site, proposed to drain via gravity to the 225mm Anglian Water foul water sewer running along the southeastern boundary of the site. Anglian Water has indicated the sewerage system and Bristol Water Recycling Centre has available capacity for these flows.

The redevelopment of the site would not alter the surface water drainage outfall location, most of which drains into an existing pond on site. There is limited information to determine if this feature could be utilised for surface water storage as part of the SUDS strategy, so this feature would only utilise the exiting pond for treatment. The geology across the site has good infiltration potential, and therefore proposed to drain the site via soakaway methods in compliance with the discharge hierarchy.

Of the approximate drained Site area of 1.007 ha, the roof area is 0.180 ha (which increases to 0.198 ha with the addition of 10 % added for urban creep) and a paved area of 0.231 making a total impermeable area of approximately 0.429 ha, with the remaining area for landscaping.

The surface water flows from the residential roof and paved areas would be drained and connected to the adjacent permeable paving, which would drain into the proposed swale network or existing pond prior to the designated infiltration basin located towards the northeast of the site, and discharge direct into the chalk geology below the site.

It is proposed to store the surface water generated from the areas above within an infiltration basin comprised of a 2.0 m deep open basin. The proposed basin has a surface area of 633 m² with a 1 m wide “wet bench” at a depth of 0.6 m (essentially a submerged buffer area around the basin), side slopes at 1:3 providing a base area of 86 m². Additionally, treatment will be provided first by permeable paving, throughout the Site, the swale conveyance system and the existing pond. There would be an offset level of 4.83m between the invert of the soakaway and maximum recorded groundwater levels. The swale system is proposed to be 0.40 m deep with a base width of 0.5 m and side slopes at 1:4. Check dams are also proposed to maximise storage and slow the flow down to aid treatment.

The measures proposed would ensure sufficient storage within the infiltration basin, and acceptable drainage rates, with the calculated half drain time of 529 minutes, well within the guidance requirements of 1440 minutes. Surface water would be treated via permeable paving, swale and infiltration basin, with the proposed treatment exceeding the level of treatment requirements for this site.

It is therefore considered that the proposal is acceptable in terms of drainage and flooding, with suitable maintenance and mitigation set out, complying with Core Strategy Policy EN 10 and meets the foul and surface drainage hierarchy of the NPPF.

11. Nutrient Neutrality

The application site lies outside of the Bure catchment for surface water catchment, but the site would connect to the Briston Water Recycling Centre (WRC) which discharges inside the Bure catchment and therefore nutrient loads associated with foul water would occur.

The application has been assessed against the conservation objectives for the protected habitats of the River Bure Wensum Special Area of Conservation and the Broads Special Area of Conservation and Ramsar site concerning nutrient pollution in accordance with the Conservation of Species and Habitats Regulations 2017 (as amended) (Habitats Regulations). The total nutrients required to be offset due to the proposed development would be 0.69 kg/year Total Phosphorus (TP) and 24.87 kg/year Total Nitrogen (TN). These would be reduced to 0.22 kg/year TP and 8.95 kg/year TN in line with improvements required at Briston WRC.

The proposal includes converting 0.441ha of land currently sown with cereal crops to woodland to mitigate the impact of additional nutrients entering the catchment. This land is within the same ownership as the application site.

The development proposes to convert existing agricultural buildings and build additional dwellings to result in a net increase of eleven dwellings. Foul water is to be treated at Briston

Sewage Treatment Works, which would discharge inside of the Bure catchment and therefore nutrient loads associated with foul water will occur.

The Local Planning Authority (in consultation with Natural England) is satisfied with the nutrient details provided and form and extent of mitigation proposed, subject to securing through a Woodland Implementation and Management Plan by way of condition and legal obligation (as the land being used to offset the nutrients is outside of the application site area, and in other land in the applicants ownership), and in place prior to the occupation of the proposed development.

The application can, with regards nutrient neutrality, be safely determined with regards the Conservation of Species Habitats Regulations 2017 (as amended). For the reasons provided above, it is considered the proposal complies with the requirements of Policy EN 9, and Chapter 15 of the Framework.

12. Recreational Impacts

The Norfolk wide Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy (GIRAMS) is a strategy agreed between the Norfolk planning authorities and Natural England. The Strategy enables growth in North Norfolk by implementing the required mitigation to address adverse effects on the integrity of Habitats Sites arising from recreational disturbance caused by an increased level of recreational use on internationally designated Habitat Sites, particularly European sites, through growth from all qualifying development. Increased recreation without mitigation is likely to affect the integrity of these Habitat Sites across Norfolk. It would result in the significant features of the sites being degraded or lost, and these internationally important areas losing significant important areas for birds, plants and wildlife generally and, therefore, their designations. All new net residential and tourism development are required to mitigate the effects of the development.

This Strategy recommends a tariff approach to ensure funds are collected and pulled together to deliver the Recreational Impact Avoidance and Mitigation (RAMS) package proposed. This reflects the entirety of Norfolk including all partner Local Planning Authorities and would see a common tariff amount for all net new dwellings in the county (£221.17) alongside a 6:1 ratio for tourism development. This has been calculated from the RAMS mitigation package to cover the lifetime of the Local Plans.

The proposed development would create 11 net new dwellings, and the required GIRAMS contributions can be made via the S106 (noting a previous GIRAMS payment was provided under the Class Q prior approval application for 3 dwellings which forms part of this wider redevelopment). The Local Planning Authority as the 'competent authority' has completed an Appropriate Assessment and concluded that subject to securing the GIRAMS financial contribution, the planning application would not have an adverse effect on the integrity of the European Sites identified above from recreational disturbance, when considered alone and 'in combination' with other development. Consultation with Natural England is not considered to be necessary as the proposed development would be subject to the GIRAMS payment to offset potential impacts of an increase in recreational disturbance to nearby Habitat Sites.

Subject to the payment of the GIRAMS through the S106, the scheme would comply with Policy EN 9 of the adopted Core Strategy and Section 15 of the NPPF

13. Planning Balance and Conclusion

The Local Authority cannot currently demonstrate either a 5-year or 4-year housing land supply, which is a material planning consideration in the determination of the application. The tilted balance under NPPF paragraph 11 d) is therefore engaged which sets out that:

“d) where there are no relevant development plan policies, or the policies which are most important for determining the application are out-of-date, 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”.*

The addition of 11 dwellings would make a positive contribution towards addressing the housing shortfall and support the local economy both during the construction phase and supporting local services and facilities.

Aspects of the scheme are broadly compliant with local policy considerations and provisions within the NPPF, the means of conversions and preservation of the barns and redevelopment of the class Q barn are considered of a good visual design, and sympathetic to the setting of the site and its conservation.

There is case law that establishes where Class Q have a likelihood or real prospect of such a use occurring, a comparison must then be made between the proposed development and the fallback use. In this case the class Q barn has a Regulation 77 application demonstrating appropriate mitigation to ensure the development could lawfully be implemented under permitted development, and no other outstanding conditions etc that would need to be discharged before development could start and given this was a recent application, there would be adequate time to complete the conversion in accordance with PU/23/1033.

The barn in situ is of a utilitarian form, a large scale and bulk with a shallow pitched roof, as such does not make a positive contribution to the site. Officers consider that demolishing the barn and replacing this with a more appropriately designed building, would result in a far superior design compared to implementing the Class Q approval.

However, harm has been identified with the extensions proposed to barns 1 and 3. Accordingly under paragraph 208 of the NPPF, where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

In this case, Officer’s planning judgement rests that the public benefits listed above will, on balance, outweigh the harm created by inappropriate extensions to barns 1 and 3, and the residual harm associated with converting the collection of agricultural properties to residential use and associated domestication required (such as new openings and fenestration etc). The redevelopment would make a positive contribution towards the shortfall in the local housing supply. The redevelopment would ensure the long-term preservation of the barns and better reveal the barns through demolitions of modern structures that do not make a positive contribution on the site, thereby improving the overall setting of the designated asset. In addition, a commuted sum would be provided and other S106 contributions that would also derive a local public benefit.

Without these additions, the viability and deliverability of the proposals would be adversely affected. This would lead to uncertainty for the future of these former agricultural buildings which make a positive contribution to the designated asset with the group value from the associated barns. The preservation of the barns and enhancements of the site in addition to the other public benefits are considered to comply with the tests set out in paragraph 208 of the NPPF, and accordingly, on balance would accord with the aspirations of the Local Plan and provisions within the NPPF and recommended for approval subject to conditions.

Have regard to the above, Officers consider that the adverse impacts of the proposal do not outweigh the benefits, when assessed against the policies in the NPPF taken as a whole.

RECOMMENDATION:

APPROVAL subject to:

- 1. Securing of S106 Obligations for commuted sum and open space contributions, and GIRAMS mitigation, and securing off site nutrient neutrality mitigation**
- 2. Imposition of conditions including any considered necessary by the Assistant Director - Planning including matters relating to:**
 - **Time Limit for implementation**
 - **In accordance with approved plans**
 - **Materials and joinery details**
 - **Reuse of clay pantiles (any shortfall made up from compatible materials)**
 - **Details and samples of the bricks and wall copings**
 - **Rooflights flush-fitting conservation examples**
 - **Flues to be matt black or grey finish**
 - **Landscaping details, implementation and management**
 - **Pond management details**
 - **Accordance AMS**
 - **European Protected Species Licence**
 - **Mitigations and enhancement measures set out in Ecological Assessment**
 - **Construction Environmental Management Plan (CEMP)**
 - **Highway access and visibility**
 - **Provision of parking and secure cycle storage**
 - **Stopping up order**
 - **Details of plant/machinery/ventilation/air con/heating/extraction**
 - **Implementation and retention of refuse and recycling**
 - **Contamination details**
 - **Energy and Sustainability**
 - **Drainage strategy and mitigations**
 - **Permitted Development Right restrictions**

Final wording of conditions to be delegated to the Assistant Director – Planning.

That the application be refused if a suitable section 106 agreement is not completed within 4 months of the date of resolution to approve, and in the opinion of the Assistant Director - Planning, there is no realistic prospect of a suitable section 106 agreement being completed within a reasonable timescale.

BRISTON – LA/23/2049– Development of existing barn complex to form 11no dwellings with associated car parking and landscaping, including ground mounted PV Array, (Listed Building Consent) Manor Farm, 44 Fakenham Road, Briston, Melton Constable, Norfolk, NR24 2HJ

Listed Building Consent

Target Date: 17 November 2023

Extension of Time: 27 September 2024

Case Officer: Mark Brands

Listed Building Consent

RELEVANT CONSTRAINTS:

Site is located in the countryside

Landscape Character Assessment - Tributary Farmland

Grade II Listed building – Manor Farm House (list entry 1049240) the farmhouse is the principal structure, the grouping of farmyard buildings are considered accessory to this listing.

Within Nutrient Neutrality Zone (discharge)

GIRAMS Zones of Influence (various)

EA Risk Surface Water Flooding

THE APPLICATION:

The proposal is for the change of use and associated works to convert former agricultural buildings to create 8 no. dwellings and demolition of existing barn and replacement with 3 no. dwellings to create in total 11 no. dwellings, with associated car parking and landscaping, including ground mounted PV Array

Further details / amendments received during the course of the application (relevant to LBC)

- Proposed site plan, drawing no. PP.500 Rev. E, received 11 July 2024
- Barn 1 proposed plans, elevations and section, drawing no. B1.PP.1001 Rev. A
- Barn 2 proposed plans, elevations and section, drawing no. B2.PP.1001 Rev A
- Barn 5 proposed plans, elevations and section, drawing no. B5.PP.1005 Rev B
- Barn 6 proposed plans, elevations and section, drawing no. B6.PP.1006 Rev A
- Barn 7 proposed plans, elevations and section, drawing no. B7.PP.1007 Rev. A
- Barn 8 and 9 proposed plans, drawing no. B8.PP.1008 Rev. A
- Barn 8 proposed elevations and sections, drawing no. B8.PP.1009 Rev. A
- Barns 10, 11 and 12 proposed plans, drawing no. B8.PP.1010 Rev. A
- Barns 10, 11 and 12 proposed elevations and sections, drawing no. B8.PP.1011 Rev A
- Battery store and outbuilding proposed plans, elevations and sections, drawing no. OBS.PP.1012 Rev A
- Carport and bin store proposed plans, elevations and sections, drawing no. OBS.PP.1013 Rev A

RELEVANT PLANNING HISTORY:

Reference PF/23/2048 (associated application)

Description	Development of existing barn complex to form 11no dwellings with associated car parking and landscaping, including ground mounted PV Array
Outcome	Pending consideration, this is a joint planning application, to be determined concurrently with this application
Reference	LA/23/1850
Description	Re-building of roadside gable wall to barn
Outcome	Approved 19.10.2023
Reference	PU/23/1033
Description	Change of use of agricultural building to 3no. "larger" dwellinghouse (Class C3) and building operations reasonably necessary for the conversion
Outcome	Permission not required 16.08.2023

REASONS FOR REFERRAL TO COMMITTEE:

On the basis of the Council's Scheme of Delegation any development including ground mounted solar panels that have a capacity in excess of 250kw and **the site area exceeds the 0.5 hectare threshold** set out within paragraph 6.2 (4) (b), in this case the site would exceed this threshold (NOTE: The accompanying FULL application exceeds the constitutional requirements)

CONSULTATIONS:

Briston Parish Council – objects (full comments on public site, summary below)

- Concerns over the scale of development, design, out of character with rest of village.
- Concerns over properties being used as second homes (request legal restrictions)
- Concerns services unable to cope with additional development, particularly the sewage system, Astley School and Melton Constable doctors' surgery.
- Concerns about additional vehicular traffic

Conservation and Design (NNDC) – Comments (following revisions made to the plans to address comments originally made).

Summarising, C&D would reiterate overarching support for these proposals on the basis that they offer a means of securing the future of an important designated heritage asset. We would also stress that much of the scheme has now been appropriately specified and detailed and would adequately mitigate much of the heritage harm.

At the same time, however, the originally expressed concerns around the two new build extensions on Units 1 & 3 have not gone away – in essence they are still considered to be inappropriate for the host buildings and the wider group. Therefore, for the Local Planning Authority to set aside these concerns, it would not only need to be satisfied that there is a justifiable need for these additions but also that there would be sufficient public benefits accruing from the scheme to outweigh the 'less than substantial' harm identified. Otherwise, the application could not be considered compliant under para 208 of the NPPF.

REPRESENTATIONS:

1 public comment received, **supporting** proposals. Summary of the comments can be found below (full comments can be found on the public site);

- Enhances this area of the village
- Utilises an existing site instead of greenfield
- Sufficient parking
- Ecological and biodiversity enhancements
- Should be restrictions during construction period, and ensure not used as second homes

HUMAN RIGHTS IMPLICATIONS:

Art. 8: The right to respect for private and family life.

Art. 1 of the First Protocol: The right to peaceful enjoyment of possessions

Having considered the above matters, APPROVAL of this application as recommended is considered to be justified, proportionate and in accordance with planning law.

CRIME AND DISORDER ACT 1998 - SECTION 17

The application raises no significant crime and disorder issues.

LOCAL FINANCE CONSIDERATIONS

Under Section 70(2) of the Town and Country Planning Act 1990 the council is required when determining planning applications to have regard to any local finance considerations, so far as material to the application. Local finance considerations are not considered to be material to this case.

RELEVANT POLICIES:

North Norfolk Core Strategy (September 2008):

Policy SS 1 - Spatial Strategy for North Norfolk

Policy SS 2 - Development in the Countryside

Policy SS 4 - Environment

Policy EN 2 - Protection and Enhancement of Landscape and Settlement Character

Policy EN 4 - Design

Policy EN 8 - Protecting and Enhancing the Historic Environment

Policy HO 8 – House Extensions and Replacement Dwellings in the Countryside

Policy HO 9 - Conversion and Re-use of Rural Buildings as Dwellings

Material Considerations

National Planning Policy Framework:

Chapter 2 - Achieving sustainable development

Chapter 4 - Decision-making

Chapter 12 - Achieving well-designed and beautiful places

Chapter 16 - Conserving and enhancing the historic environment

Other material documents/guidance:

North Norfolk Design Guide (December 2008)

OFFICER ASSESSMENT:

Main Issues:

- 1. Principle of development**
- 2. Impact on heritage Assets**
- 3. Planning balance and conclusion**

1. Principle of development

The site lies to the north of Fakenham Road, comprising a cluster of agricultural buildings, located outside of a settlement boundary, and therefore designated as 'countryside' under Policy SS 1 of the North Norfolk Strategy, which sets out the spatial strategy for the North Norfolk district. Briston and Melton Constable are designated as a Service Village in the settlement hierarchy under SS 1 (where a small amount of new development is supported to support rural sustainability), and this settlement boundary includes dwellings opposite the application site, on the south side of Fakenham Road

In areas designated as countryside, Policy SS 2 restricts development to that which requires a rural location and is for the types of development listed in the policy. This includes the conversion of suitable agricultural buildings to appropriate uses and replacement dwellings.

2. Impact on Heritage Assets.

Core Strategy Policy EN 4 states that all development will be of a high quality design and reinforce local distinctiveness. Design which fails to have regard to local context and does not preserve or enhance the character and quality of an area will not be acceptable. In this case the proposal is of a good visual design, demonstrating a good understanding of the context of the building and site and respecting its character.

Policy HO 8 permits the replacement of dwellings in the countryside where the proposal would not result in a disproportionately large increase in height or scale of the original dwellings and would not materially increase the impact of the dwelling on the appearance of the surrounding countryside.

Policy HO 9 allows for the conversion and reuse of buildings in the Countryside to dwellings subject to this being in an appropriate location, worthy of retention, structurally sound and suitable for conversion without substantial rebuilding or extension and the alterations protect or enhance the building and its setting and of an appropriate scale.

Policy EN 8 of the Core Strategy states that development proposals should preserve or enhance the character and appearance of designated assets, historic buildings/structures, monuments, landscapes and their settings through high quality, sensitive design. This policy also seeks to ensure that the character and appearance of Conservation Areas is preserved, and where possible enhanced, encouraging the highest quality building design, townscape creation and landscaping in keeping with these defined areas.

When considering applications for listed building consent, Section 16(2) of the of the Planning (Listed Buildings and Conservation Areas) Act 1990 states:

'In considering whether to grant listed building consent for any works the local planning authority...shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'.

When considering proposals or works affecting listed buildings, Section 66(1) of the of the Planning (Listed Buildings and Conservation Areas) Act 1990 states:

'In considering whether to grant planning permission or permission in principle for development which affects a listed building or its setting, the local planning authority...shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'.

This obligation, found in Sections 16 and 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990, applies to all decisions concerning listed buildings. Preservation in this context means not harming the interest in the building, as opposed to keeping it utterly unchanged.

In drafting the legislation, Parliament's intention was that *'decision makers should give "considerable importance and weight" to the desirability of preserving the setting of listed buildings' when carrying out the balancing exercise'.*

The barns to be converted are located amongst a cluster of agricultural buildings and the Grade II Listed farmhouse and historically forms part of the same grouping, its conversion to a C3 use is therefore appropriate. It has been demonstrated through the structural report that the barns are generally in a sound structural condition and readily adaptable for conversion to residential accommodation and are not considered to require substantial rebuilding. See summary from the structural report below:

'To summarise, provided civil and structural design, construction, repair, and maintenance works are all undertaken in accordance with modern codes of practice and regulations; and following the advice and recommendations in this report, there is no reason why the existing barns 1-8 cannot be converted into habitable domestic properties that will be structurally sound for many years to come'.

Barns 10, 11, 12 (following demolition of existing barn A)

The agricultural building to be demolished and replaced with 3 no. dwellings (each comprising 4 bedrooms) benefits from a Class Q permission (PU/23/1033), confirming the works fall under the scope of Permitted Development in accordance with the conditions and limitations imposed by the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended). This includes the requirement set out within Article 3(1) that regulations 75-78 of The Conservation and Habitats and Species Regulations (as amended) are complied with, concerning nutrient neutrality. A Regulation 77 application has been undertaken and accepted to demonstrate the development would be nutrient neutral under CD/24/0243. The Class Q conversion is therefore considered by the Local Planning Authority to be a viable fallback position in considering the proposals to replace the barn with 3 new units, subject to compliance with design and the replacement dwelling policy.

Following revisions made to the plans, to address concerns raised regarding the ridgeline, and use of dormers affecting the agrarian character of the site, the dormers have been omitted, and instead features rooflights to reduce the visual impact, and provide appropriate lighting

and means of escape. The end unit (12) has been increased to full 2 storey to break up the roofline, with the other two units subordinate with a lower scale 1.5 storey. The block would have prominence to the western side of the site, given this doesn't have a historic association with the rest of the site, a more contemporary build and material approach is appropriate to avoid disrupting the context and character of the rest of the site and its collective value. The inappropriate domestic features of the dormers have been omitted, and the materials are considered compatible with such a site, with facing brickwork, cladding and black metal roof.

The existing modern agricultural barn is of negligible aesthetic value, it is of a utilitarian form and scale. The proposed replacement is not considered to materially increase the impact of the barn / new dwellings on the surrounding landscape. The maximum height doesn't exceed the ridgeline height of the existing barn, the extent of the built form would be extended outside of the current footprint but within the overall built-up envelope of the site, with the extended part being to the south over the hardstanding area to the front of the existing barn, alongside the other barn range to the east. Additionally, the proposed building would be narrower and is more appropriate, with a proportionate scale and profile. The form is considered of a good visual design, sympathetic to the surroundings according with policies EN 4, HO 8 of the Local Plan.

Conversion of barns 1, 2, 3, 4, 5, 6, 7, 8, 9 (and demolition of existing barns B, C, D, E)

Barns 1, 2 and 3

Barn 1 is located at the northern part of the site, comprises a simple linear cartshed with traditional brick and flint detailing (support posts have been rebuilt). Adjacent to the south is Barn 2, comprising a characterful two-storey granary with arched bays at first floor level and restrained fenestration above. Barn 3 is located to the southwest and similar to Barn 1, being single storey, traditionally detailed, appears to have housed livestock and is of a simple linear form. The proposed conversions of these structures seeks to create 3 dwellings, Barn 1 comprising 4 bedrooms, barns 2 and 3 comprising 3 bedrooms.

Revisions were made to the plans to address concerns raised by the Conservation Officer, including to the rooflights location and positions and removal of canopies to ensure better visual appearance and balance, avoiding an overly domestic appearance. The means of conversion of Barn 2 is considered appropriate, retaining and respecting the character of the former granary and its utilisation of existing openings. Barns 1 and 3 include perpendicular contemporary extensions, which would complicate the simple linear forms of these buildings and sit uncomfortably against the modest barn structures.

The extension to barn 1 would project by around 13m from the east elevation and have a width of 6.4m (the projection includes the articulated small link to the main part of the extension measuring 1.4m with a width of 4.6m, ensuring there is a set back from the main part of the extension), creating an additional footprint of 78sqm.

The extension to barn 3 would project by around 9m from the south wall and have a width of 5.6m (the projection includes the articulated small link to the main part of the extension measuring 1.3m, with a width of 5.1m, ensuring a set back from the main part of the extension), creating an additional footprint of 49sqm. The proposals fundamentally alter the underlying form and character of the buildings. The extensions are articulated from the linking structure. These elements would be large, dominating and will exacerbate the harm already created to the simple form of the buildings. Barn 3 has south elevation openings however the elevation

is extensively re-worked, rather than utilising the existing openings. The proposals lack sensitivity and detrimentally affect the character of this building.

The means of conversion of barns 1 and 3 would therefore conflict with local policy considerations, as policy HO 9 sets out such conversion proposals should only be permitted where substantial rebuilding or extensions, and the alterations protect or enhance the character of the building and its setting. Additionally, EN 4 sets out that the scale and massing of new development relates sympathetically to the surroundings. The extensions are inappropriate for the host buildings and the wider grouping, Officers consider that the harm to Barns 1 & 3 and their contribution to the wider historic group weighs against the grant of planning permission.

Policy EN 8 supports the re-use of listed buildings and associated curtilage listed buildings but requires development proposals to preserve or enhance the character and appearance of the designated assets. In this case the extensions would result in harm and would be contrary to Policy EN 8. This harm is less than substantial to the significance of the designated asset and as such, in accordance with paragraph 208 of the NPPF, this harm would need to be weighed against the public benefits of the proposal, including, where appropriate, securing its optimum viable use. This assessment of the harm against the public benefits of the development will be set out further in the report when considered against the whole development of the site.

Demolition of barns B, C, D, E

The proposal includes demolition of later low aesthetic value barns and infill structures, returning the site to the original layout of barns. These are of low quality, and do not make a positive contribution to the grouping of agricultural buildings, their demolition would be a positive intervention, and better reveal the significance of the historic group, and scope for enhancing the overall setting of the grade II listed entity, with the land being repurposed as gardens for the barn conversions. This aspect is therefore in accordance with local policy considerations.

Carport (Barn 4), bike and bin stores

Barn 4 is an older building, and probably has its roots within the historic group, however this has been heavily altered over time and now lacks any real significance towards the historic group. As such there are no objections to this building's demolition and would also represent a logical position for a new carport and bin store structure to replace this. The proposed new building would affectively reinstate the built form and enclosure within the middle of the site. The new Barn 4 carport and bin store building would provide parking provision for barns 2, 3 and 7 and the bin store serving units 1, 2, 3, 7, 10, 11, 12. The outbuilding to the front adjacent to Barn 8/9 would be converted to provide a bike store and bin store to serving the rest of the units (5, 6, 8, 9).which is considered an appropriate reuse of this smaller structure to the front of the site. Limited works are required to accommodate this use. The new building and conversion of the outbuilding are therefore considered acceptable.

Barns 5, 6, 7, 8, 9

Barn 5 appears to be the oldest building in the group and sits immediately adjacent to the '*principal*' listed house, this 18th century threshing barn is the most important of the '*accessory*' structures on the site. The proposal seeks to convert the barn into a 3 bedroom property. The front elevation mostly utilises existing openings. Revisions were made to the plans to address concerns raised including the removal of rooflights and repositioning of flue. The existing sliding barn doors and track are to be renovated/ repaired and retained, set in an open position.

New openings are rational and the means of conversion is both appropriate and sympathetic to the character of the building, retaining key characteristics and features.

Barn 6 is dominated by its asymmetric form and prominent south-facing roof slope, this particularly building is a relatively inanimate within the wider historic group but is important to the visual context of the immediately adjacent Barn 5. The building has been altered over time, it lacks the level of significance found elsewhere in the group. Nonetheless, by virtue of its age and focal position, it still makes a positive contribution to the group as a whole. The proposal seeks to convert this into a 4 bedroom property. The means of conversion is considered appropriate, utilising and reinstating openings. Revisions have been made omitting a rooflight, and reducing the rooflight over the stairs, The rooflight does raise some concern, but this has been reduced, recognising there would be limited options to provide alternative lighting in this section. The rear ground floor opening has been amended and is more commensurately sized.

Barn 7 comprises a former piggery with outside feeder pens, its use can be easily discerned through its arrangement of openings. The proposals seek to convert this into a 4 bedroom property. The means of conversion is considered appropriate, making use of existing openings. The canopy and Juliette balcony has been omitted and rooflight reduced addressing concerns previously raised, the means of conversion is on balance considered appropriate.

Barns 8 and 9 are to all intent a single structure, being a single isled threshing barn. It is an attractive and commanding building standing gable end to the road and which faces directly back to the listed house. With its catslide roof and ridgeline vents to the fore, it most definitely enhances and gives meaning to the overall setting of the heritage asset. Equally, it has a significant want of repair (most obviously the roadside gable which is due for reconstruction). It is currently shrouded by unsightly structures on its western side (barns D and E). It is therefore urgently in need of attention and a viable reuse. The proposal would convert this building into 2 no. 3 bedroom properties. The plans have been revised, reducing the rooflights on the west elevation, and reducing the openings on the east elevation, reducing the visual impact from the size and cumulative impact from the openings on the original plans and reducing the loss of historic fabric. The roof vents are to be removed, which would result in the loss of a feature that reinforces the building's function, utilitarian appearance and visual interest at a high level. Regrettably the vents have been found to be made of asbestos and not suitable for retention, on balance their loss is considered acceptable.

The proposals would also result in the partial demolition of the farmyard wall to facilitate parking which would result in no more than a localised harm, which is otherwise accepted in the interests of creating a workable layout

Summary

Overall, the means of conversion of the barns is broadly acceptable and would accord with local policy considerations which seek to ensure that conversions are undertaken in an appropriate and sympathetic manner, respecting the characteristics of the site and preserving the historic fabric. The means of conversion would utilise existing openings, to reduce the external impacts from the conversion and keeping domestication to a minimum, to ensure the agrarian character of the site and grouping of barns are respected keeping new openings limited and rationalised. Internal and external features are being restored and retained where possible.

There is an overarching support from Officers for these proposals, as a means of securing the future of an important designated heritage asset. Harm has been mitigated through revisions

made. However, support is not unequivocal, the notable exceptions of the large uncharacteristic and dominating perpendicular extensions to barns 1 and 3 is most unfortunate. This harm would need to be weighed against the public benefits accruing from the proposals to be compliant with paragraph 208 of the NPPF. Subject to satisfying this aspect, the proposals would broadly be compliant with the local conversion, conservation and design considerations.

3. Planning Balance and Conclusion

While there is overarching support for the proposals, harm has been identified with the extensions proposed to barns 1 and 3. Accordingly under paragraph 208 of the NPPF, where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.

In this case, Officer's planning judgement rests that the public benefits would outweigh the harm created by inappropriate extensions to barns 1 and 3, and the residual harm associated with converting the collection of agricultural properties to residential use and associated domestication required (such as new openings and fenestration etc).

The redevelopment would make a positive contribution towards the shortfall in the local housing supply. The redevelopment would ensure the long-term preservation of the barns and better reveal the barns through demolitions of modern structures that do not make a positive contribution on the site, thereby improving the overall setting of the designated asset. Additionally, the barn subject of the Class Q conversion would be demolished and redeveloped with a more appropriately designed building. This includes breaking up the bulk with different ranges while ensuring this wouldn't compete or dilute the character of the site with the more traditional barns through use of metal sheeting resulting in a far superior design compared to implementing the prior approval. In addition, a commuted sum would be provided and other S106 contributions that would also derive a local public benefit.

Without these additions this could affect the deliverability of the proposals. This would lead to uncertainty for the future of these former agricultural buildings which make a positive contribution to the designated asset with the grouping value from the associated barns. The preservation of the barns and enhancements of the site in addition to the other public benefits are considered to comply with the tests set out in paragraph 208 of the NPPF, and accordingly, on balance would accord with the aspirations of the Local Plan and provisions within the NPPF and recommended for approval subject to conditions.

RECOMMENDATION:

APPROVAL subject to:

1. Imposition of conditions including any considered necessary by the Assistant Director - Planning including matters relating to:

- **Time Limit for implementation**
- **In accordance with approved plans**
- **Materials and joinery details**
- **Reuse of clay pantiles (any shortfall made up from compatible materials)**

- **Details and samples of the brocks and wall copings**
- **Rooflights flush-fitting conservation examples**
- **Flues to be matt black or grey finish**

Final wording of conditions to be delegated to the Assistant Director – Planning.

WELLS-NEXT-THE-SEA- PF/24/1123 – Erection of single storey side extension; alterations to fenestration; addition of 10no. dormer windows to replace rooflights; addition of solar panels; creation of pool to rear and alterations to landscaping/parking, Youth Hostel, St Nicholas Church Rooms, Church Plain, Wells-next-the-sea, Norfolk NR23 1EQ

Minor Development

Target Date: 18 July 2024

Extension of Time: 30 September 2024

Case Officer: Mark Brands

Full Planning Permission

RELEVANT CONSTRAINTS:

Within Wells-next-the-Sea settlement boundary

Within Wells-next-the-Sea Conservation Area

National Landscape - The Norfolk Coast Area Of Outstanding Natural Beauty

Areas Susceptible to Groundwater SFRA

Flood zone 3a

GIRAMS Zones of Influence (various)

THE APPLICATION:

Seeks planning permission for the operational works shown on the supporting plans. In this instance those works include the erection of a single storey side extension (to northern wing), alterations to fenestration, addition of 10 no. dormer windows to replace rooflights, addition of solar panels and creation of pool to the rear and alterations to landscaping and parking.

It is recognised from the representations received that some concerns have been raised over the use of the building. As set out the use is not under consideration as part of the application proposals, and any development would need to be compatible with the lawful use of the site as a hostel. Consideration of such works in no way infers a “de facto” change of use without this being explicitly sought, nor would the proposed works prevent the use of the site as a hostel.

The current building comprises a former youth hostel, set across 2 floors with 11 bedrooms providing accommodation for 33 guests, and communal rooms and facilities.

Regarding the internal reconfiguration, much of the internal subdivisions would be removed, and this would be reconfigured into 10 ensuite bedrooms, providing accommodation for 20 guests

The design and access statement sets out the intention of the application being considered is solely the renovation works and would not entail changes to the use under the current planning application. As such the consideration is limited solely to the external development taking place rather than the configuration and interior and use (as alterations could be done internally without planning permission). However, it should be noted that the nature of the proposed use envisaged by the applicants could be considered materially different from the current use as a youth hostel and require separate planning permission in its own right concerning change of use.

Further details / amendments received during the course of the application

Following the consultation process, amendments have been made to the plans, and further clarification provided to address some of the points raised, full update of plans and design and access addendum received 17th July 2024.

RELEVANT PLANNING HISTORY:

Reference IS2/23/2742
Description Change of use from Youth Hostel (C1) to Holiday Let (C3) with extensions and internal/external alterations
Outcome Advice given 30.04.2024

Reference PF/98/1428
Description Change of use from church hall to youth hostel and installation of rooflights and roof lanterns
Outcome Approved 14.12.1998

REASONS FOR REFERRAL TO COMMITTEE:

Call in to Development Committee requested by Cllr Peter Fisher, given the local concerns over parking, overlooking, the likelihood of noise issues in a very quiet area of the town adjacent the Church, as well as the weight of objections

CONSULTATIONS:

Parish/Town Council

Wells-next-the-Sea Town Council - OBJECT

The proposed development of the Youth Hostel into a ten bedroom holiday rental, opposite the main parish church, in a quiet residential part of the town's conservation area, is totally unacceptable.

The Youth Hostel is in extremely close proximity to several residential dwellings, and a holiday rental that can sleep up to twenty people next door to these dwellings has the potential to cause significant disturbance and loss of amenity. The most significant proposed change having the potential to impact on the surrounding properties is the development of the existing rear car park of the Hostel into a garden with the installation of an outdoor plunge pool and large terrace. The Youth Hostel at Wells never had any useable outdoor facilities and the Youth Hostel Association has a 10 pm to 7 am quiet policy.

Furthermore, the proposed development of the car park results in the loss of at least four car parking spaces, reducing the number of existing car parking spaces from ten to the six proposed in the application. In addition, the proposed access changes for neighbouring properties would result in the loss of parking for these properties, forcing even more vehicles to park on to the adjacent roads.

The on-road parking in the vicinity of the Youth Hostel is at capacity with no more space for additional vehicles. The situation in Church Plain is so critical, with large modern vehicles parked on both sides of the road, that emergency vehicles and utility vehicles have on occasion not been able to get through.

The Youth Hostel building, which was previously the parish church hall, was built in 1914, and since that time there has been unrestricted access through the grounds of the Hostel for the public to walk from Church Plain through to Crown Alley and Burnt Street. The properties to the south and west of the Youth Hostel have access rights along the south side of the Hostel. The proposed gates closing off this access will significantly impact on the use and amenity of the properties effected, in particular the Women's Institute who need vehicular access and the cottage to the south that will lose access to a car parking space.

The street scene in Church Plain has not changed since 1914, and the proposed gates, fences and planters outside the Hostel will significantly impact on the street scene and the conservation area. The proposed changes to roof and elevations of the Hostel, including the dormer windows, solar panels and additional windows alter the overall appearance of the building and is not in character with the historic nature of the building and its surroundings.

The Women's Institute Hall to the west of the Hostel has served the ladies and community of Wells since at least 1923. The imposition of this development on these ladies and the potential loss of unrestricted access is catastrophic. Many of the members have restricted mobility and need vehicle access to the door of the Hall.

The idea that they will have to negotiate massive metal gates is disgusting. The proposed plans also show that the developer proposes planting trees right up against the wall of the Woman's Institute building which will cause loss of light and overshadowing, there will also be a risk to the structural integrity of the building.

If this building is to become a dwelling, for rent or not, the number of bedrooms need to be reduced. The provision of parking needs to reflect the number of bedrooms and probable number of occupants. The access rights of the neighbouring properties need to be respected and everything must be done to counter the potential noise and nuisance that the plunge pool and outdoor terrace will undoubtedly cause for neighbours. The design of the development needs to better respect the history and character of the building, the conservation area and the nearby listed buildings.

Conservation and Design (NNDC) – No objection to revised proposal subject to imposition of conditions.

Norfolk County Council Highways – No objections to revised proposal subject to imposition of conditions.

REPRESENTATIONS:

60 representations have been received, **objecting** to the proposals. A summary of the main points is set out below (full comments available on the public website):

- Inaccurate details
- Concerns over consultation

- Inclusion of security gate, restricting access and rights of access for other properties the access serves, preventing unfettered access, and other vehicles / emergency vehicles from using lane and restricting access for people with mobility issues being dropped off to the WI
- Contravention of legal agreements
- Width of the access at 7ft too narrow for vehicles to be able to use / would not be able to get out of vehicles, and no passing place/ turning point, health and safety concern particularly for users of the WI
- Obstruction of prescriptive right of way considered to run through the site
- Gate location infringes on neighbouring property
- Gate would also appear out of keeping with the surroundings
- Narrowing of lane would interfere with vehicles being able to use access and restricting manoeuvrability and use of parking areas for neighbouring properties and WI
- Concerns over use of site as a party house in close proximity to neighbouring amenities and within Conservation Area would be detrimental to local vicinity, also inappropriate opposite a church
- Insufficient parking and loss of parking, resulting in increased pressure for on street parking
- Increased noise concerns from the site being used as a party house / change of use detrimental to neighbouring properties including the WI, including additional noise from the outside space and absence of noise restrictions enforced by YHA between 10pm and 7am under previous owners / use
- Reduced lighting concerns to the WI, through the landscape tree planting and fence
- Design, massing and bulk not in keeping with surroundings and detrimental to Conservation Area
- Detrimental to surroundings and Conservation Area, through the design changes, and addition of dormers and pv panels
- Detriment and loss of amenity through overlooking
- Impact on the WI able to operate through restrictions on access / maintenance concerns
- Flooding concerns
- Additional lighting impacts to neighbouring properties
- Concerns over lack of consultation on change of use relating to IS2/23/2742
- Development out of keeping with residential area, and clash with architectural styles in vicinity
- Contrary to policies in Wells NP – including parking provision, and loss of amenity

HUMAN RIGHTS IMPLICATIONS:

Art. 8: The right to respect for private and family life.

Art. 1 of the First Protocol: The right to peaceful enjoyment of possessions

Having considered the above matters, APPROVAL of this application as recommended is considered to be justified, proportionate and in accordance with planning law.

CRIME AND DISORDER ACT 1998 - SECTION 17

The application raises no significant crime and disorder issues.

LOCAL FINANCE CONSIDERATIONS

Under Section 70(2) of the Town and Country Planning Act 1990 the council is required when determining planning applications to have regard to any local finance considerations, so far

as material to the application. Local finance considerations are not considered to be material to this case.

RELEVANT POLICIES:

North Norfolk Core Strategy (September 2008)

Policy SS 1 - Spatial Strategy for North Norfolk

Policy SS 14 - Wells-Next-the-Sea

Policy EN 1 - Norfolk Coast Area of Outstanding Natural Beauty and the Broads

Policy EN 2 - Protection and enhancement of Landscape and Settlement Character

Policy EN 4 - Design

Policy EN 6 - Sustainable Construction and Energy Efficiency

Policy EN 7 - Renewable Energy

Policy EN 8 - Protecting and Enhancing the Historic Environment

Policy EN 9 - Biodiversity and Geology

Policy EN 10 - Development and Flood Risk

Policy EN 13 - Pollution and Hazard Prevention and Minimisation

Policy EC 8 - Retaining and Adequate Supply and Mix of Tourist Accommodation

Policy CT 5 - The Transport Impact of the New Development

Policy CT 6 - Parking Provision

Wells-next-the-sea Neighbourhood Plan 2023-2036 (2024)

Policy WNS6: High quality design

Policy WNS11: Protecting the historic environment

Material Considerations

National Planning Policy Framework (2023):

Chapter 2 - Achieving sustainable development

Chapter 4 - Decision-making

Chapter 5 - Delivering a sufficient supply of homes

Chapter 6 - Building a strong, competitive economy

Chapter 9 - Promoting sustainable transport

Chapter 12 - Achieving well-designed and beautiful places

Chapter 14 - Meeting the challenge of climate change, flooding and coastal change

Chapter 15 - Conserving and enhancing the natural environment

Chapter 16 - Conserving and enhancing the historic environment

Supplementary Planning Documents and Guidance

North Norfolk Design Guide (2008)

Norfolk Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy – Habitats Regulations Assessment Strategy Document (2021)

North Norfolk Landscape Character Assessment (2021)

OFFICER ASSESSMENT:

Main Issues:

- 1) Principle of development**
- 2) Design and conservation considerations**
- 3) Amenity**
- 4) Highways**

- 5) Energy Efficiency**
- 6) Flood risk**
- 7) Planning balance and conclusion**

1. Principle of development

Policy SS 1 sets out that most of the new development in North Norfolk will take place in the towns and larger villages as defined as Principal and Secondary Settlements and a small amount of new development will be focused on several designated Service and Coastal Service Villages. The site is within the Wells-Next-the-Sea settlement boundary, designated as a Secondary Settlement, where a more limited amount of additional development will be accommodated (approximately 25% of employment land allocations and 20% of new homes).

The proposals seek to make alterations and to extend an existing hostel (there would be no loss of tourist accommodation, complying with EC 8) and the principle of development is therefore supported subject to compliance with other relevant policies within the Development Plan (including the Wells Neighbourhood Plan) and having regard to any other relevant material considerations including those within the NPPF.

2. Design and Conservation considerations

Core Strategy Policy EN 2 seeks, amongst other matters, to ensure that development be informed by, and be sympathetic to, the distinctive character areas identified in the North Norfolk Landscape Character Assessment. Proposals should demonstrate that their location, scale, design and materials will protect, conserve and, where possible, enhance the special qualities and local distinctiveness of the area, distinctive settlement character and the setting of, and views from, Conservation Areas.

Core Strategy Policy EN 4 requires that all development should be designed to a high quality, reinforcing local distinctiveness, be expected to be suitably designed for the context within which they are set, and ensure that the scale and massing of buildings relate sympathetically to the surrounding area. New non-residential developments should provide, where applicable, innovative design which is locally distinctive.

Paragraph 135 of the National Planning Policy Framework (NPPF) sets out that developments should provide the following: function well and add to the overall quality of the area; are visually attractive as a result of good architecture, layout and appropriate and effective landscaping; are sympathetic to local character and history, including the surrounding built environment and landscape setting; establish or maintain a strong sense of place; optimise the potential of the site to accommodate and sustain an appropriate amount and mix of development; and create places that are safe, inclusive and accessible and which promote health and well-being.

Policy WNS6 of the Wells Neighbourhood Plan requires new development to be of high quality design, having regard to the Design Guide and Codes within the neighbourhood plan. Of particular relevance to the proposal is a requirement for the scale and form of new development to have regard of their impact at street level and their appearances from more distant views and should be in keeping with the form and massing of neighbouring properties. Regarding extensions, these should be designed in a sensitive way in relation to the size and location of the host building and avoid overlooking, overshadowing, or an overdevelopment of the plot, and incorporate sufficient car parking space within the curtilage of the site and be

configured so that they would not have an unacceptable impact on the living conditions or amenity of the occupants of neighbouring properties.

Policy EN 8 of the Core Strategy states that development proposals should preserve or enhance the character and appearance of designated assets, historic buildings/structures, monuments, landscapes and their settings through high quality, sensitive design. This policy also seeks to ensure that the character and appearance of Conservation Areas is preserved, and where possible enhanced, encouraging the highest quality building design, townscape creation and landscaping in keeping with these defined areas.

The site is situated within the Wells-next-the-sea Conservation Area, which for the purposes of the NPPF is considered a designated heritage asset. The site is surrounded by a number of listed buildings, including the Grade II* St Nicholas Church opposite and several Grade II cottages either side.

When considering proposals or works affecting listed buildings, Section 66(1) of the of the Planning (Listed Buildings and Conservation Areas) Act 1990 states:

'In considering whether to grant planning permission or permission in principle for development which affects a listed building or its setting, the local planning authority....shall have special regard to the desirability of preserving the building or its setting or any features of special architectural or historic interest which it possesses'.

This obligation, found in Sections 16 and 66 of the Planning (Listed Buildings and Conservation Areas) Act 1990, applies to all decisions concerning listed buildings. Preservation in this context means not harming the interest in the building, as opposed to keeping it utterly unchanged.

In drafting the legislation, Parliament's intention was that *'decision makers should give "considerable importance and weight" to the desirability of preserving the setting of listed buildings' when carrying out the balancing exercise*.

When considering development proposals located within a Conservation Area, Section 72 of the of the Planning (Listed Buildings and Conservation Areas) Act 1990 states:

'In the exercise, with respect to any buildings or other land in a conservation area,.....special attention shall be paid to the desirability of preserving or enhancing the character or appearance of that area'.

The application building was constructed in the early C20. The first is understood to have been as Church Rooms ancillary to the Church of St Nicholas. Subsequent adaptation to a Youth Hostel has required a number of contemporary alterations such as internal subdivision. Whilst the building itself is not a designated heritage asset, the façade makes a positive contribution to the conservation area, it has an unusual style for this part of Wells, the combination of the crow-stepped gables and decorative finials with traditional windows and red brick create a locally distinctive building.

At pre-application stage, officers raised concerns about the alterations proposed to the fenestration on the primary elevation, which saw two ground floor windows being enlarged with no clear justification. This element of the proposed works has since been removed, with only the front door being replaced and the existing windows retained and repaired. This will go some way to ensuring the changes to the streetscape are limited and allow the building to retain its symmetrical balance.

Following further amendments to the parking provision at the front of the building, there would now be less opportunity to introduce landscaping, however, there remains some landscaping around the entrance which would still be an improvement on the existing and should help soften the visual impact of the vehicle hard-standing.

Negotiations have produced changes to the proposed dormers and ground floor windows along both sides of the building, which have been narrowed and slightly elongated, with amended detailing to the top of the dormers. The changes to the side fenestrations are a departure from the existing, and which with the alterations to the boundary treatments may now be slightly more visible from the road. However, officers remain of the view that, despite the changes, the position of the building is set back from the road and that consequently the dominance of the front wings ensures that both the dormers and the larger windows are unlikely to become overbearing features in the streetscape. As such, their impact on the conservation area will be limited largely to a few glimpsed views when passing the site. The dormers are likely to be more prominent from various parts of the churchyard opposite, and potentially from the entrance to the church itself during the winter months when the trees along the boundary are not in full leaf. Officers consider that following the alterations to the detailing on the top of the dormers, that the features will now sit more comfortably against the character of the existing building and are unlikely to result in harm to the setting of the listed building

The only aspect of the proposed scheme that raises a slight concern for officers relates to the proposed low-level fence that is to run alongside the building separating it from the access track. With the removal of the gate across the track, the proposed fence will be visible from the conservation area and has the potential to appear awkward. In the event of an approval, officers will require the precise nature of the fencing to be agreed via condition.

Overall, the proposed works do not raise any overriding conservation concerns. The front façade will continue to make a positive contribution to the character of the streetscene and Conservation Area, as the works to this elevation are limited, and this principal elevation will largely remain as existing, with limited views of the dormers to the sides.

The pedestrian gate has now been omitted from the proposals. The side and rear of the site is currently a gravelled area. The proposals including a fence delineating and separating the land around the building from the access and providing enhanced landscaping to the rear and side of the site. Officers consider that the visual appearance of the building and the works including the alterations to the fenestration and the addition of the dormers are acceptable. The character of the building and its contribution to the streetscene and Conservation Area would be preserved.

Regarding other external changes to the building, the proposed single storey extension is limited to the northern side wing, which would be modestly extended to the rear by some 1.9m, to match the southern side wing. The fenestration alterations include changes to the side elevations with larger, more contemporary openings on the ground floor which align with first floor dormers. The openings are evenly spaced giving a symmetrical arrangement. The use of dormers will make the first floor fenestration more prominent, but is an acceptable design, as they will sit on the lower part of the roof and are not located on a principal elevation in the Conservation Area. The design is considered to accord with policies Neighbourhood Plan Policy WNS6 and Core Strategy Policies EN 4 and EN 8.

3. Amenity

Policy EN 4 of the North Norfolk Core Strategy states that proposals should not have a significantly detrimental effect on the residential amenity or nearby occupiers, additionally, Policy EN 13 seeks to minimise amongst other areas noise pollution.

In respect of proposed extensions, Policy WNS6 of the Wells Neighbourhood Plan sets out that proposal should “be designed in a sensitive way in relation to the size and location of the host building and avoid overlooking, overshadowing, or an overdevelopment of the plot [and]... be configured so that they would not have an unacceptable impact on the living conditions or amenity of the occupants of neighbouring properties”.

Paragraph 135 of the NPPF states that developments should create places with a high standard of amenity for existing and future users.

Paragraph 3.3.10 of the North Norfolk Design Guide states that residents should have the right to adequate privacy levels and that new development should not lead to any overbearing impacts upon existing dwellings.

The current rooflight configurations on the roof do not raise any amenity concerns as these are high level so prevents direct overlooking of neighbouring properties. The replacement of these and addition of the dormers (at a lower level) would change this relationship with the neighbouring properties and raises concerns over potential detriment to neighbouring amenity. This may be exacerbated by the close proximity to neighbouring properties to the sides of the building with the distance from the northern boundary around 4.6m – 6m, and around 5.6m – 8.5m from the southern neighbouring properties boundaries. The 10 dormers would include obscured glass and fixed lower section of sash windows from 1.7m, mitigating direct overlooking concerns to these neighbouring properties.

The proposals include changes to the rear of the property which would change from car parking space for approximately 5+ cars to become rear outdoor amenity space including the addition of a pool and additional landscaping. Concerns have been raised around additional noise including from the improved outdoor space to the rear. There would likely be potential for additional gatherings in this space as it changes from the existing utilitarian parking area.

In assessing the potential impact on amenity, Officers have had to consider the existing lawful use of the site as a Youth Hostel (Use Class - Sui Generis). The application is not seeking to change the use of the building and therefore would be expected to continue as a Youth Hostel following the implementation of the proposed works.

Officers recognise that the site at present does not have any planning controls restricting the use of or preventing socialising in the rear space by users of the building. Representations from Wells Town Council have indicated that the Youth Hostel at Wells never had any useable outdoor facilities and the Youth Hostel Association had a 10 pm to 7 am quiet policy. Therefore, Officers consider it was the positive management of the site that helped reduce adverse impacts on neighbouring amenity and impacts could be greater dependent on the management regime in place in the future.

In considering the rear amenity space, outdoor seating is something that you would expect to see at a Youth Hostel whereas a plunge pool would not be a usual feature to see at a Youth Hostel and this could potentially exacerbate noise through use. Nonetheless, if the times of

use of the rear amenity areas were controlled, this could help reduce adverse impacts to an acceptable level. The applicant's management plan addendum suggests continuing insistence on quiet hours (that was implemented with the previous owner of the site). Ordinarily, Officers would advise against imposing restrictive conditions to existing properties where such restrictions do not exist. However, in the case, on the basis that the rear amenity changes including the proposed pool and changes to the parking area form part of the proposed development, a restrictive condition would seem proportionate and would go some way to address the concerns raised by neighbouring properties. Officers consider that a restriction (similar to that operated by the Youth Hostel) effectively preventing use of the area between 10pm and 7am each day would likely reduce the potential for adverse impacts.

Concerns were raised over the amenity of the Women's Institute (WI) building to the rear, regarding loss of lighting. The tree planting has subsequently been omitted in favour of gravelled areas with low level shrubs. There is an existing intervisibility from the WI building to the back of the site. On balance, while the addition of dormers may be more overbearing compared with high level rooflights, the proposed mitigation measures (including obscured glazing and fixed non opening up to 1.7m) effectively reduce overlooking impacts.

On balance, subject to the imposition of conditions, the proposal is considered to be in general accordance with the requirements of Policy WNS6 of the Wells Neighbourhood Plan and Policies EN 4 and EN 13 of the Core Strategy in relation to amenity.

4. Highways

Policy CT 5 requires development to provide safe and convenient access for all modes of transport, including access to the highway network. Policy CT 6 requires new development to have sufficient parking facilities. Paragraph 115 of the NPPF states that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe.

The highway authority requested revised plans, considering there to be a change of use of the site, and setting out the expected parking requirements. As noted, the proposals do not include a request for change of use. Revised plans have been received indicating additional parking being provided to the front. from the original proposals showing 6 instead of 8 parking spaces. It is noted the accessibility of parking space 1 behind parking spaces 2 and 3 may limit accessibility of these spaces. Additionally, it is recognised that the spaces shown on the plan fall short of the minimum car parking space standards of 2.5m by 5m. The width of the spaces shown are around 2.4m, the depth of the spaces range from 4.3 to 4.8m. Given the proximity of the building and limited size of the spaces, this would result in larger vehicles overhanging the spaces over the pavement. It should also be noted that the parking requirements for hostels are lesser than that of other forms of accommodation such as hotels, with parking requirements based on staff levels rather than number of rooms.

As part of the original permission under PF/98/1428, a condition was included for the parking to be provided prior to implementation of the hostel use, and thereafter retained permanently, with no impediment to their use. This arrangement included the hardstanding brick areas to the front and the rest of the parking at the rear. Since the permission, the parking arrangement at the front has been used differently from the approved plans, which showed 2 parking spaces each side of the entrance, parallel with the building, whereas most of the front has since been utilised as parking for the site. There is a dropped kerb across the whole site frontage, with on

street waiting restrictions. There are no obstructions to using the full frontage for parking purposes.

There are no conditions restricting occupation of the site specifically by the YHA or younger occupants, as such the site can be occupied as a hostel by all ages, rather than restricted to an age group. The loss of the parking to the rear is noted. Overall, there would be a reduction in parking from the existing provision on the site. However, given the parking available on the front of the site, and continuance of use then this is not considered to result in harm to highway safety compared with the existing parking arrangement in place at the site. Furthermore, Officers note the supporting details suggest a reduction in occupation levels and note that the parking standards for hostel accommodation is lower than other forms of tourist accommodation. The provision of cycle stands would also encourage sustainable transport options to and from the site.

The pedestrian gates have been omitted from the proposals, ensuring the access would remain unobstructed given the concerns raised by these additions

The concerns raised regarding the potential highways impact the WI to the rear are noted, regarding the reduction of the lane, and loss of space to the rear of the hostel site that could otherwise have been used for turning / manoeuvrability to aid drop off visitors. As this is private land, covered by deeds then the concerns lay predominantly as civil matters between landowners. In any event, the applicant's addendum suggests the nearest parking space could be made available to the WI to assist with mobility concerns, and the access to the WI, to the rear of the site has been increased from 7ft wide (as required under the deeds) to 9.5 ft (3m). It should be noted the planning permissions on this site only required parking and an area to the rear of the site to be available to the hostel, those conditions do not extend to use by the WI, and that this is a civil matter for landowners to resolve.

On balance, the proposal would accord with Core Strategy Policy CT 6.

5. Energy Efficiency

Core Strategy Policy EN 6 requires all new development to demonstrate how it minimises resource and energy consumption by and encouraged to incorporate on site renewable energy sources. On developments of 10 dwellings or more (including conversions) there will be a requirement on site renewable energy technology to provide for at least 10% of predicted total energy usage,

Core Strategy Policy EN 7 sets out that renewable energy proposals will be supported and considered in the context of sustainable development and climate change, taking into account the wide environmental, social and economic benefits of renewable energy gain and their contribution to overcoming energy supply problems in parts of the district. Proposals for renewable energy technology, associated infrastructure and integration of renewable technology on existing or proposed structures will be permitted where individually, or cumulatively, there are no significant adverse impacts on the surrounding landscape, townscape and historical features / areas; Residential amenity; Specific highway safety, designated nature conservation or biodiversity considerations

In terms of improving the sustainability of the site the proposal includes a range of measures to reduce its environmental impact including the installation of photovoltaics panels on the

southern roofslope (sensitively designed to sit discretely on the roofslope, so would not affect the Conservation Area), installation of an air source heat pump and improved insulation. Such improvements would improve the energy efficiency of the site and reduce its environmental impacts, positively reflecting the aspirations of local policy considerations and part 14 of the NPPF.

Officers consider the proposal would accord with the aims of Core Strategy Policies EN 4 and EN 7.

6. Flood Risk

Core Strategy Policy EN 10 sets out that only changes of use where this would result in an equal or lower risk category in the flood risk vulnerability classification and where there is no operational development involved in the change of use would be permitted. The policy sets out that most new development should be directed towards areas at lower risk of flooding in flood zone 1.

Paragraph 165 of the National Planning Policy Framework (NPPF) sets out that inappropriate development in areas at risk of flooding should be avoided by directing development away from areas at highest risk (whether existing or future). Where development is necessary in such areas, the development should be made safe for its lifetime without increasing flood risk elsewhere.

The NPPF does exclude some minor development and changes of use being subject to the sequential or exception tests (paragraph 174) but should still meet the requirements for site specific flood risk assessments. The proposal would require the application of a sequential test to be applied. Paragraph 168 sets out that the aim of the sequential test is to steer new development to areas with the lowest risk of flooding from any source. Development should not be allocated or permitted if there are reasonably available sites appropriate for the proposed development in areas with a lower risk of flooding. The sequential approach should be used in areas known to be at risk now or in the future from any form of flooding.

The proposal would result in building operations. The site falls within Flood Zone 3 a, meaning this is in an area at 'high' probability of flooding.

The application is accompanied by a site-specific flood risk assessment. The proposals include a small extension on the northern wing would be set as the main building at 4.80 Above Ordnance Datum (AOD), and proposals include a plunge pool to the rear. The site would fall under a more-vulnerable use, but as the operational works would be minor development, the Sequential Test would not apply. In any event the operational works would not significantly increase the threat of flooding elsewhere. The conclusions of the report set out the risk from overtopping of the coastal defences is low for this site, a warning and evacuation strategy has been developed within this strategy, with safe refuge available across the first floor during breach events.

Officers consider that the proposals are considered to comply with Core Strategy Policy EN 10 and provisions within the NPPF.

7. Planning Balance and Conclusion

The application seeks planning permission for operational works. No change of use is proposed as part of the application submission and the proposal been assessed on this basis.

Officers consider that the development would not result in harm to the Wells Conservation Area or setting of listing buildings. The front elevation is maintained, and the works to the side and rear elevations are not considered to be prominent or unduly detrimental to the Wells Conservation Area. As such, from a design and conservation perspective, the proposals are considered acceptable.

It is accepted there would be a reduction of parking provision and the parking spaces to the front would be short of the required parking space dimensions usually required. However, taking into account the existing use and existing parking arrangement on the site, where this utilises the whole site frontage and issues including overhanging vehicles would have been a pre-existing issue, there are no formal objections on highway safety grounds from the Highway Authority, and on balance given the absence of such an objection, existing parking arrangement and no intensification or change of use proposed, wouldn't be grounds to resist the loss of the rear part of the site for parking purposes.

The highways authority has raised no objections to changes to the parking arrangement on the site.

In respect of amenity, the lower part of the dormer windows will have obscure glazing and be non-opening. This will effectively mitigate potential overlooking impacts on neighbouring amenity.

Alterations to the rear, including the plunge pool and amenity area should not give rise to unacceptable subject to usage restrictions.

Officers consider that accessibility for vehicles for properties who have a right over the current access would be a civil matter and note that the applicant is taking steps to improve those arrangements.

On balance, subject to the imposition of conditions, the proposals are considered to be in general accordance with Development Plan policy considerations (including the requirements within the Wells Neighbourhood Plan and provisions within the NPPF as set out above.

RECOMMENDATION:

APPROVAL subject to conditions relating to the following matters:

- Time Limit for implementation
- In accordance with approved plans
- Car and cycle parking areas to be laid out
- Securing details of cycle parking provision
- Landscaping and low-level fence details
- Use of rear garden (excludes 10pm to 7am on each day)
- Obscure glazing
- Materials and joinery details

Final wording of conditions and any others considered necessary to be delegated to the Assistant Director – Planning

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CROMER – PF/24/0201 – Erection of single-storey dwelling with detached bike/bin store, The Glass House, Fulcher Avenue, Cromer, NR27 9SG

Minor Development

Target Date: 21 March 2024

Extension of Time: 27 September 2024

Case Officer: Mark Brands

Full Planning Permission

CONSTRAINTS:

Within Cromer Settlement Boundary
Cromer Conservation Area - (Extension)
Contaminated Land
Landscape Character Assessment - Coastal Shelf
Mineral Safeguarding Area
EA Risk Surface Water Flooding
GIRAMS Zones of Influence (various)

RELEVANT PLANNING HISTORY:

Reference	PF/23/0174
Description	Erection of single-storey dwelling with detached bike/bin store
Outcome	Application Withdrawn
Reference	DE21/16/0870
Description	Erection of 2 dwellings
Outcome	Advice Given
Reference	PO/04/0590
Description	Change of use of land to garden and erection of boundary fence/wall
Outcome	Approved 04.06.2004
Reference	PF/01/0176
Description	Erection of two-storey dwelling and car port
Outcome	Approved 13.12.2001
Reference	PF/99/1512
Description	Erection of bungalow and garage
Outcome	Approved 06.04.2000

THE APPLICATION

Full planning permission is sought for the erection of 1 no. single storey 2 bed dwelling with detached bike/ bin store

Further details received during the course of the application

Revised Arboricultural Impact Assessments (Target Trees, dated 14 May 2024).

REASONS FOR REFERRAL TO COMMITTEE:

This application has been referred to the Development Committee as requested by the local member given the level of public interest, and their view that it is a windfall development in a sustainable area for development'

CONSULTATIONS:

Cromer Town Council - Support

net gain of hedge planting and efficient use of land reducing pressure on housing demand.

Environmental Health – No objections subject to condition (contamination)

Conservation and Design (NNDC) – Comments

Proposal raises no particular concerns from a design and built environment point of view. Equally, however, the natural constraints on the site do, on the face of it at least, appear to make it ill-suited to supporting a new dwelling. Hence, any harm caused to these natural interests are in turn likely to have negative implications for the designated heritage asset. The precise extent of this harm is probably better determined by Landscape. However, assuming actual harm is identified, the public benefits accruing from the proposals would need to outweigh the harm for the scheme to be considered compliant under para 208 of the NPPF.

Landscape (NNDC) – Objection

Significant concerns about squeezing this dwelling in a very constrained site. The trees are in very close proximity to the proposals - nearest within 1-2m. The trees are an important part of the setting and character of this area of Cromer and are prominent in Fulcher Avenue. The design of the proposal is not sympathetic to these maturing trees and will lead to requests for removal or ongoing requests to manage the trees. The proposals risk diminishing the trees' amenity value, and therefore is contrary to policy EN2 and cannot be supported.

County Council Highways (Cromer) – No objection subject to conditions

Network Rail (Eastern Region - Anglia) – Comments

REPRESENTATIONS:

31 public representations received in support of the proposals, main points summarised below (full public comments can be found on the public site).

- Innovative sustainable eco build
- Inkeeping with the local character of the area and the Glass House
- Appropriate scale, design and materials sympathetic to the surroundings
- Appropriate landscaping
- Appropriate amenity and no detriment to neighbouring amenity
- Enhancement of landscaping, biodiversity and ecology
- Retains much of the hedging and trees on the site
- Positive design and use of sedum roof
- Property would readily integrate with the surroundings

- Positive contribution towards local housing supply
- Sustainable location, close proximity to town centre
- Revised scheme enhanced design and tree survey
- Positive design when viewed from the railway
- Positive sustainability credentials
- Appropriate waste storage

HUMAN RIGHTS IMPLICATIONS

It is considered that the proposed development may raise issues relevant to Article 8: The Right to respect for private and family life.

Article 1 of the First Protocol: The right to peaceful enjoyment of possessions.

Having considered the likely impact on an individual's Human Rights, and the general interest of the public, approval of this application as recommended is considered to be justified, proportionate and in accordance with planning law.

CRIME AND DISORDER ACT 1998 - SECTION 17

The application raises no significant crime and disorder issues.

LOCAL FINANCE CONSIDERATIONS

Under Section 70(2) of the Town and Country Planning Act 1990 the council is required when determining planning applications to have regard to any local finance considerations, so far as material to the application. Local finance considerations are not considered to be material to this case.

RELEVANT POLICIES:

North Norfolk Core Strategy (September 2008):

Policy SS 1: Spatial Strategy for North Norfolk

Policy SS 3: Housing

Policy SS 7: Cromer

Policy EN 2: Protection and Enhancement of Landscape and Settlement Character

Policy EN 4: Design

Policy EN 8: Protecting and Enhancing the Historic Environment

Policy EN 9: Biodiversity and Geology

Policy CT5: The Transport Impact of New Development

Policy CT6: Parking Provision

Material Considerations

Supplementary Planning Documents and Guidance:

Design Guide Supplementary Planning Document (December 2008)

National Planning Policy Framework (December 2023):

Chapter 2: Achieving sustainable development

Chapter 4: Decision-making

Chapter 6: Building a strong, competitive economy

Chapter 12: Achieving well-designed and beautiful places

Chapter 15: Conserving and enhancing the natural environment

Chapter 16: Conserving and enhancing the historic environment

OFFICER ASSESSMENT

MAIN ISSUES FOR CONSIDERATION

- 1. Principle of Development**
- 2. Design**
- 3. Landscape and amenity**
- 4. Conservation Area**
- 5. Highways and parking**
- 6. Environmental**
- 7. Recreational Impacts (GIRAMS)**
- 8. Planning Balance and Conclusion**

1. Principle of development

The site is located within the settlement boundary for Cromer, in a residential area, north of the railway line (Cromer to Norwich / Sheringham), which lies adjacent to the south, with the station and main town centre located to the east.

Within the settlement boundary the principle of new residential development is considered to be acceptable in relation to Development Plan Policies, SS 1, SS 3 and SS 7 of the adopted Core Strategy and Section 2 of the NPPF. Therefore, subject to compliance with other Core Strategy policies, a development comprising housing is considered acceptable in principle.

2. Design

Fulcher Avenue has a varied streetscene, with late 20th C standardised housing on the north side, 3-storey terrace opposite and 2 storey terracing and detached properties to the west going up the hill. The south side has a modern dwelling, built 20 years ago, The Glasshouse, which is a detached two storey distinct dwelling, contemporary in form with different use of materials, fenestration, profile. To the east of this is the Morrisons supermarket. The site rises along the road to the west and drops significantly towards the railway to the south, with significant mature trees present on the site making a positive contribution to the streetscene, as does the hedging from the otherwise built-up form.

A previous application for a similar designed property was withdrawn. Revisions have been made through reducing the size and increasing the garden space, through inclusion of rooflights to provide better internal lighting levels, and provided more details and supporting documentation to address concerns previously raised.

The design proposal involves an angular, contemporary property which would run parallel to the railway line, and as such is not dissimilar to the Glasshouse which has added interest to what would otherwise be an undistinguished area architecturally. The materials would comprise reclaimed Norfolk red brick, larch timber cladding on the side and rear and feature a green roof.

From the streetscene, the dwelling is designed to be relatively discrete and low scale with a simple brickwork frontage and entrance door, merging into the hedging enabling views to the

trees to be retained. The other elevations would be more contemporary in form, with the use of vertical cladding, and extent of glazing. The site is on an embankment, which would preclude use of the southern part as usable amenity space, this is recognised with the main garden being located to the west of the dwelling. There would be paving and a smaller garden area to the east, along with the bin store and parking area for 2 vehicles.

The design aspects are considered acceptable. Local Policy EN 4 supports development where these are designed to a high quality, reinforcing local distinctiveness, with innovative designs particularly encourage, having regards to their surroundings and contexts. The proposals are considered to comply with the local design policy.

The proposed development has been informed by the context of the site, and the character of the streetscene, and is considered to be appropriate in terms of scale, design, use of materials. Officers consider the proposal would comfortably sit within the streetscene, with more contemporary / innovative design to the rear, aiming to retain the natural characteristics of the site, and integrate within the site specific constraints. Fenestration and rooflights have been designed to maximise lighting to the interior. The garden area is limited, but given the location and constraints of the site, the size is considered, on balance, to be acceptable, with sufficient lighting for the internal rooms. Given the distance to neighbouring properties and intervening features, Officers consider the proposal would not adversely impact neighbouring amenity.

However, it also has to be recognised that the amenity afforded to future occupants would be compromised given the proximity of the mature trees and canopy cover as set out in the next section, and these issues weigh against the grant of planning permission.

3. Landscape and amenity

Officers consider that there would be an impact from the proposed dwelling on the nocturnal character of the site. The large extent of glazing adjacent to the railway embankment would have a negative impact, through light spill from the new dwelling, upon nocturnal wildlife (bats), which may forage/commute along the existing treeline and railway corridor.

The Preliminary Ecological Assessment (PEA) submitted by the applicant notes no initial evidence of protected species being found on the site, and suggest the site being of low ecological value with no priority habitat and no significant ecological constraints. The report indicates low roosting potential to bats and low to moderate commuting and foraging potential, with sufficient mitigation and enhancement measures set out in the report.

The proposals would result in the loss of a section of hedgerow (12m) to accommodate the dwelling, it is noted compensatory planting is proposed including native hedgerows covering 57m and additionally 7 x *Quercus robur*, 3 x *Malus sylvestris*, 2 x *Prunus avium*. However, Officers consider that the likelihood of the new planting being successful would be low, given this would be close to or beneath the existing trees. The proposals seek to retain the majority of the landscape features on the site (including the 15 Category C trees).

The amended arboricultural report has overcome a number of direct concerns relating the proposed development on the trees, including reducing the pruning works for branches to be pruned if branches are closer than 2m from the main roofline and within 3m of the buildings eastern wall. Further details and clarification on the micro piling have also been provided, demonstrating the proposed dwelling could be erected on the site without direct impact to the trees and root areas.

It is noted the trees are within the Conservation Area, whereby the council would have some oversight, based on the need to apply for works to trees within this designation. However, there would remain indirect ongoing pressure on these trees. Given the extent of canopy over the site, there would be significant pressure to inappropriately manage and fell the trees. The trees are of stature towering above where the proposed dwelling would be sited, resulting in an oppressive and overbearing impact on future residents. The close proximity of the bungalow to the trees would also give rise to a heightened sense of apprehension that the trees could damage the property. Such pressures are acknowledged by BS 5837:2012. Future occupants would additionally have the added burden of having to undertake regular and essential tree management.

Shading details have been provided, to demonstrate there would be adequate lighting internally, aided with the addition of roof lights to improve lighting levels under the canopy from the previously withdrawn application. However other undesirable impacts from leaf litter, branch shedding and other deposits would fall on the house and garden areas. The local design guide sets out that private garden areas should be of adequate size and shape to serve their intended purpose and have an aspect which is substantially free from shading from trees and building during the year. As a result, Officers consider that the living conditions of future occupants would be compromised.

Consequently, this would likely place the Council under sustained pressure to permit undesirable works to the trees, which would additionally be detrimental to the character of the Conservation Area where these trees currently make a positive contribution to this designated area. While it is noted the revised Arboricultural Implication Assessment (AIA) has gone some way to addressing the direct impacts of the proposed dwelling, this would not overcome the indirect impacts associated with the proposals, and potentially have detrimental impacts to the streetscene, character of the area and degree of harm to the Conservation Area. The trees are an important part of the setting and character of this area of Cromer and are prominent in Fulcher Avenue. The design of the proposal is not sympathetic to these maturing trees and will result in future requests for inappropriate works that will diminish their amenity value.

The proposal is therefore considered contrary to the aims of Core Strategy policy EN2 and the amenity aspects of policy EN 4 and the Design Guide, with compromised amenity for future occupants.

4. Conservation Area

The site is located within the Cromer Conservation Area (within the 1993 extension), it is noted this area has been suggested to be excluded in future amendments with no strong arguments for this area's retention. Notwithstanding these notes within the Appraisal the site is within this designation and doesn't diminish the application of Policy EN 8 and provisions within the National Planning Policy Framework (NPPF).

No particular concerns have been raised regarding the design from the Design and Conservation Officer, noting the context of the site, complimentary to Glasshouse in a contemporary form. Concerns have been raised regarding the impact to the natural environment with the loss of hedgerow and potential pressures to the trees, partly caveating the response from the landscape section, and noting where harm is identified, the public benefits accruing from the proposals would need to outweigh the harm for the scheme to be considered compliant under para 208 of the NPPF.

In this case the landscape section have identified harm, which would also impact the Conservation Area, regarding pressure to fell the trees given the amenity pressures of the site with the extent of canopy. Local policy EN 8 and provisions within the NPPF set out that development proposals are required to preserve or enhance the character and appearance of designated assets

It is recognised there is a shortfall in the housing supply, as such the addition of a dwelling in a sustainable location would be of some public benefit to address this shortfall. It is also noted the importance of this area to the contribution of the wider Conservation Area is more limited and acknowledged within the Conservation Area Appraisal. However, the public benefits are not considered to outweigh the less than substantial harm to the Conservation Area that would result from compromising this green verdant buffer that the site provides to this part of the Conservation Area. The proposals are also considered contrary to policy EN 8 and paragraph 208 of the NPPF, in association with the concerns raised by the landscape section.

5. Highways

Policy CT 5 requires development to provide safe and convenient access for all modes of transport, including access to the highway network. Policy CT 6 requires new development to have sufficient parking facilities. Paragraph 115 of the NPPF states that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road network would be severe. See excerpts from the highway officer comments below

The highway authority have raised no objections to the proposals, the new access is not considered detrimental to highway safety, and there is sufficient parking commensurate to the scale of development proposed. The proposals would accord with local policies CT 5 and CT 6.

6. Environmental Issues

The site is located adjacent to the railway and, regarding the noise impact from this feature, the Environmental Protection team is satisfied with the details provided in the design and access statement, noting this is expected to result in minimal disturbances based on the limited number of trains and low speeds. Additionally, reference has been made to the acoustic details provided in association with the approval for the Glass House, which concluded that no sophisticated mitigation was required. The expected noise impact on the proposed dwelling would be similar for that of the adjacent dwelling, and there have been no noise complaints reported to the council, as such the Local Planning Authority is satisfied noise would not adversely affect occupants of the dwelling.

A phase 1 desk survey has been undertaken into potential land contamination. There is potential for contaminated soils within the garden and soft landscaped areas, an intrusive investigation would be required to test the soils in order to better quantify the level of risk and identify any appropriate remediation measures as required. It is not expected that the contamination risk or remediation could not be overcome, with details to be secured via condition, as such subject to this condition, would comply with policy EN 13.

7. Recreational Impacts (GIRAMS)

The Norfolk wide Green Infrastructure and Recreational Impact Avoidance and Mitigation Strategy (GIRAMS) is a strategy agreed between the Norfolk planning authorities and Natural England. The Strategy enables growth in the District by implementing the required mitigation to address adverse effects on the integrity of Habitats Sites arising from recreational disturbance caused by an increased level of recreational use on internationally designated Habitat Sites, particularly European sites, through growth from all qualifying development. Increased recreation without mitigation is likely to affect the integrity of these Habitat Sites across Norfolk. It would result in the significant features of the sites being degraded or lost, and these internationally important areas losing significant important areas for birds, plants and wildlife generally and, therefore, their designations. All net new residential and tourism development are required to mitigate the effects of the development.

This Strategy recommends a tariff approach to ensure funds are collected and pulled together to deliver the Recreational Impact Avoidance and Mitigation (RAMS) package proposed. This reflects the entirety of Norfolk including all partner Local Planning Authorities and would see a common tariff amount for all net new dwellings in the county (£221.17) alongside a 6:1 ratio for tourism development. This has been calculated from the RAMS mitigation package to cover the lifetime of the Local Plans.

The proposed development would create one net new dwelling, a Contribution of £221.17 is therefore required. Payment was received on the previous application, and an updated S111 form and top up payment shall be provided. The Local Planning Authority as the 'competent authority' has completed an Appropriate Assessment and concluded that subject to securing the GIRAMS financial contribution, the planning application would not have an adverse effect on the integrity of the European Sites identified above from recreational disturbance, when considered alone and 'in combination' with other development. Consultation with Natural England is not considered to be necessary as the proposed development would be subject to the GIRAMS payment to offset potential impacts of an increase in recreational disturbance to nearby Habitat Sites.

Subject to the payment of the GIRAMS, the scheme would comply with Policy EN 9 of the adopted Core Strategy and Chapter 15 of the NPPF.

8. Planning Balance and Conclusion

The proposal seeks the erection of a single dwelling within the Principal Settlement of Cromer, which is amongst the most sustainable settlements in the district to accommodate new development.

The Local Authority cannot currently demonstrate either a 5-year or 4-year housing land supply, which is a material planning consideration in the determination of the application. The titled balance under NPPF paragraph 11 d) is therefore engaged which sets out that:

“d) where there are no relevant development plan policies, or the policies which are most important for determining the application are out-of-date, 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”.

The addition of a new dwelling would make a positive contribution towards addressing the housing shortfall and support the local economy both during the construction phase and supporting local services and facilities.

The proposed scheme is considered acceptable from a design perspective, however the amenity standards afforded to the future occupants would be compromised and the proposals would result in significant ongoing pressure to inappropriately manage and potentially remove the trees, to the detriment of the local landscape and Conservation Area.

The adverse impacts would therefore significantly and demonstrably outweigh the benefits and the proposal is therefore considered contrary to local policy considerations EN 2, EN 4 (amenity), EN 8 and provisions within the NPPF including paragraph 208.

RECOMMENDATION:

REFUSAL FOR THE FOLLOWING REASONS:

1. The residential development of the site would create actual and perceived conflicts between the safety and amenity of future occupiers and the close proximity of trees. This situation would increase the likely pressure for inappropriate management and removal of trees which would be more difficult to resist with residential occupancy of the site. The proposed development would therefore harm the character and appearance of the site to the detriment of the local landscape and Conservation Area. Contrary to Policies EN 2, EN 4, EN 8 of the adopted North Norfolk Core Strategy.




Although a 5-year supply of housing land cannot currently be demonstrated to exist within North Norfolk, in the context of paragraph 11 of the National Planning Policy Framework, the environmental and Conservation harm identified above is sufficiently significant to outweigh the limited social and economic benefits of the development.


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DEVELOPMENT MANAGEMENT PERFORMANCE UPDATE – 19 SEPTEMBER 2023

1. INTRODUCTION:

- 1.1 This report briefly sets out performance in relation to the determination of planning applications in Development Management the period **July 2024**.
- 1.2 This report sets out the figures for the number of cases decided and percentage within time set against the relevant target and summary of 24-month average performance.
- 1.3 The tables also set out the percentage of the total number of decisions made that are subsequently overturned at appeal as 24-month average performance.
- 1.4 In addition, the tables set out the number of cases registered and validated within the specified months.

Performance Measure	Actual Performance	Target	Comments
(Speed) Decisions Made <i>(Period July 2024)</i>	Major 3 decisions issued. 100% within time period	60% (80% NNDC)	24 month average to 31 July 2024 is 100.00% 
	Non-Major 77 decisions issued <i>92% within time period (six cases over time)</i>	70% (90% NNDC)	24 month average to 31 July 2024 is 96.00% 
(Quality) % of total number of decisions made that are then subsequently overturned at appeal	Major	10% (5% NNDC)	24 month average to 31 July 2024 is 1.72% (one case RV/22/1661) 
	Non-Major	10% (5% NNDC)	24 month average to 31 July 2024 is 0.75%

Performance Measure	Actual Performance	Target	Comments
			
Validation <i>(Period July 2024)</i>	313 applications registered 258 applications validated	3 days for Non- Major from date of receipt 5 days for Majors from date of receipt	Datasets do not currently breakdown validated apps by Major / Minor or those on PS2 returns, but performance data retrieval being reviewed.

2. S106 OBLIGATIONS

- 2.1 A copy of the list of latest S106 Obligations is attached. There are currently five S106 Obligations being progressed, one of which has been completed and can be removed from the list.

3. RECOMMENDATIONS:

- 3.1 Members are asked to note the content of this report.

SCHEDULE OF S106 AGREEMENTS

UPDATE FOR DEVELOPMENT COMMITTEE:

19 September 2024

Application reference	Site Address	Development Proposal	Parish	Planning Case Officer	Committee or Delegated Decision	Date of Resolution to Approve	Eastlaw Officer	Eastlaw Ref:	Current Position	RAG Rating
PF/22/1596 & PF/22/1784 (Duplicate)	Land South Of Norwich Road North Walsham Norfolk	Hybrid planning application, comprising the following elements: 1. Full Planning Application for the construction of 343 dwellings (including affordable homes), garages, parking, vehicular access onto Ewing Road and Hornbeam Road, public open spaces, play areas, landscaping, drainage and other associated infrastructure; 2. Outline Planning Application with all matters reserved for a phased development comprising 7 serviced self-build plots and associated infrastructure; and 3. Outline Planning Application with all matters reserved for the construction of an elderly care facility and associated infrastructure, landscaping and open space	CP071 - North Walsham	Russell Williams	Committee	25/01/2024	Fiona Croxon	21830	S106 is agreed but awaiting NCC response.	
PF/24/1139	Cabbage Creek At Stiffkey Saltmarsh Stiffkey NR23 1QF	Installation of replacement footbridge and associated works	CP093 - Stiffkey	Olivia Luckhurst	Delegated	09/08/2024	Fiona Croxon	TBC	Draft has been agreed and is being signed.	
PF/21/1479	Agricultural Barns Oak Road Dilham Norfolk	Conversion of agricultural building with associated external alterations to form four bedroom holiday accommodation (Part-Retrospective)	CP023 - Dilham	Russell Stock	Committee	25/07/2024	Fiona Croxon	TBC	Two S106s are with the applicant for approval.	
PM/20/1641 (& PO/15/0539)	Tilia Business Park Tunstead Road Hoveton Norfolk	Approval of reserved matters: access, appearance, landscaping, layout and scale pursuant to outline permission PO/15/0539 for the erection of 28 dwellings	CP053 - Hoveton	Russell Stock	Delegated	TBC	Fiona Croxon	TBC	S106s are needed in order to release the reserved matters approval. Eight s106s are required to be completed. At present we are awaiting costs on account.	

<p>RV/22/0855 (& PF/17/0680)</p>	<p>Land North Of Rudham Stile Lane & East Of Water Moor Lane Fakenham Norfolk</p>	<p>Variation of conditions 2, 3, 4, 5, 6, 10, 11, 12, 14, 15, 16, 17, 18, 19, 20, 22, 23, 24, 26, 28, 30, 37, 38, and 40 of outline planning permission PO/17/0680 (Outline planning application (all matters except primary means of access reserved for future approval) for residential development of up to 950 dwellings (Use Class C3), employment development (Use Classes B1/B2/B8), a primary school and children's nursery (Use Class D1), a hotel (Use Class C1), local retail (Use Classes A1/A3/A4/A5) and associated public open space and infrastructure) regarding the highways works associated with Condition 31i. (site access and roundabout from the A148 and associated works to Wells Road) and 31v. (scheme for the A148/A1065/Wells Lane (Shell Garage) including lane widening and road markings) are proposed to be undertaken directly by the Highway Authority and not the applicant. As such, these works are to be specifically excluded from the requirements and triggers indicated in the conditions that are proposed to be amended (See-Schedule of Condition amendments) Amendments 21 March 2022)</p>	<p>CP030 - Fakenham</p>	<p>Jamie Smith</p>	<p>Delegated</p>	<p>N/A</p>	<p>Fiona Croxon</p>	<p>13791</p>	<p>COMPLETED</p>	
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APPEALS SECTION

NEW APPEALS

BINHAM - PU/24/0753 - Change of use agricultural building to dwellinghouse (Class C3) and building operations necessary for the conversion

Barn To Rear Of, Abbott Farm Barn, Walsingham Road, Binham, Fakenham, Norfolk, NR21 0AW

For Jonathan and Tina Sneath

WRITTEN REPRESENTATION

Appeal Start Date: 09/09/2024

Appeal Decision:

Appeal Decision Date:

SWAFIELD - PF/23/1580 - Stationing of caravan for a mixed use comprising short term residential retreat / holiday accommodation for carers and people from a caring profession (up to 84 days per annum); hosted retreats for carers and people from a caring profession (up to 18 days per annum); Full-day and half-day therapeutic retreats for carers and people from a caring profession including overnight accommodation for the site manager / operator (up to 66 days per annum).

Land East Of Lincoln Cottage, (known As The Cottage), Common Road, Bradfield Common, Bradfield, Norfolk

For Dr Clare Walters

WRITTEN REPRESENTATION

Appeal Start Date: 09/09/2024

Appeal Decision:

Appeal Decision Date:

WEYBOURNE - PF/23/2247 - Erection of two-storey dwelling

Land Adjacent Maltings Hotel, The Street, Weybourne, Holt, Norfolk, NR25 7SY

For Mr Philip Turner

WRITTEN REPRESENTATION

Appeal Start Date: 03/09/2024

Appeal Decision:

Appeal Decision Date:

INQUIRIES AND HEARINGS - IN PROGRESS

NONE

WRITTEN REPRESENTATIONS APPEALS - IN HAND

BLAKENEY - PF/23/1825 - Erection of single-storey holiday lodge

Hilltop Retreats, Langham Road, Blakeney, Holt, Norfolk, NR25 7PR

For Mr James Bunn

WRITTEN REPRESENTATION

Appeal Start Date: 10/04/2024

Appeal Decision:

Appeal Decision Date:

BODHAM - PF/23/2684 - Construction of new agricultural building following demolition of existing building subject of lawful development certificate CL/23/0819

Hurricane Farm Corner, Church Road, Lower Bodham, Holt, Norfolk, NR25 6RN

For Mr David Gay

WRITTEN REPRESENTATION

Appeal Start Date: 05/08/2024

Appeal Decision:

Appeal Decision Date:

CROMER - PF/23/0958 - Change of use of annexe from ancillary accommodation to allow use for holiday let
Annexe At, Great Gable, Metton Road, Cromer, Norfolk, NR27 9JH

For Mr Duane Wright

WRITTEN REPRESENTATION

Appeal Start Date: 19/03/2024

Appeal Decision:

Appeal Decision Date:

CROMER - PF/23/2053 - Reinstatement of first floor balcony with installation of glass balustrade (resubmission of PF/22/2200)

The Bath House , Promenade, Cromer, Norfolk, NR27 9HE

For Mrs J Kinnaird

WRITTEN REPRESENTATION

Appeal Start Date: 03/04/2024

Appeal Decision:

Appeal Decision Date:

EDGEFIELD - PU/23/1670 - Change of use of agricultural building to 1 'larger' dwellinghouse (Class C3), and building operations reasonably necessary for the conversion

Land North East Of Wood Farm Barn, Plumstead Road, Edgefield, Norfolk

For Mr & Mrs Ben & Anita Jones

WRITTEN REPRESENTATION

Appeal Start Date: 09/05/2024

Appeal Decision:

Appeal Decision Date:

FIELD DALLING & SAXLINGHAM - PU/23/2274 - Change of use of an agricultural building to one "larger" dwellinghouse and associated building operations necessary for the conversion

Grain Store, Langham Road, Field Dalling, Norfolk

For Mr & Mrs Tom Bacon

WRITTEN REPRESENTATION

Appeal Start Date: 04/06/2024

Appeal Decision:

Appeal Decision Date:

HICKLING - PF/24/0687 - Erection of single storey front/side extension

Old Chapel Cottage, Stubb Road, Hickling, Norwich, Norfolk, NR12 0YS

For Mr and Mrs S Budgett

FAST TRACK - HOUSEHOLDER

Appeal Start Date: 18/07/2024

Appeal Decision:

Appeal Decision Date:

ITTERINGHAM - PF/23/2299 - Change of use of the building known as "The Muster" and "Willow Barn" office-studio and associated outbuildings to a residential dwelling (C3)

The Muster, The Street, Itteringham, Norwich, Norfolk, NR11 7AX

For Mr Eric and Penelope Goodman and Blake

WRITTEN REPRESENTATION

Appeal Start Date: 06/08/2024

Appeal Decision:

Appeal Decision Date:

KNAPTON - PF/23/2228 - Erection of detached dwelling and car port with vehicle access to Mundesley Road
Alford Barns, Mundesley Road, Knapton, North Walsham, Norfolk, NR28 0RY

For Mr John Alford

WRITTEN REPRESENTATION

Appeal Start Date: 25/06/2024

Appeal Decision:

Appeal Decision Date:

MORSTON - PF/23/1501 - Erection of timber structure to contain walk-in fridge for kitchen (retrospective)
Morston Hall, The Street, Morston, Holt, Norfolk, NR25 7AA

For Mr Galton Blackiston

WRITTEN REPRESENTATION

Appeal Start Date: 10/07/2024

Appeal Decision:

Appeal Decision Date:

POTTER HEIGHAM - PU/23/2311 - Application to determine if prior approval is required for the change of use and building operations reasonably necessary for the conversion of an agricultural building - Barn B to create 1 Larger and 2 Smaller Dwellinghouses

Glebe Farm, Marsh Road, Potter Heigham, Great Yarmouth, Norfolk, NR29 5LN

For Mr Robert Hall

WRITTEN REPRESENTATION

Appeal Start Date: 14/03/2024

Appeal Decision:

Appeal Decision Date:

POTTER HEIGHAM - PF/22/1306 - Erection of two storey semi-detached dwelling to side of 14 Reynolds Lane
14 Reynolds Lane, Potter Heigham, Great Yarmouth, Norfolk, NR29 5LY

For Alison Vanner

WRITTEN REPRESENTATION

Appeal Start Date: 17/04/2024

Appeal Decision:

Appeal Decision Date:

ROUGHTON - CL/23/1650 - Lawful Development Certificate for use of land for siting of static caravan, and use of static caravan as a dwelling.

Static Caravan At, Woodview, Thorpe Market Road, Roughton, Norwich, Norfolk, NR11 8TB

For Mr Alexander Brackley

WRITTEN REPRESENTATION

Appeal Start Date: 10/11/2023

Appeal Decision:

Appeal Decision Date:

SWANTON ABBOTT - EF/23/2459 - Lawful Development Certificate for proposed siting of modular building within curtilage of dwelling for use as an annexe to the main dwelling

Ambleside, The Footpath, Aylsham Road, Swanton Abbott, Norwich, Norfolk, NR10 5DL

For Gibbons

WRITTEN REPRESENTATION

Appeal Start Date: 08/04/2024

Appeal Decision:

Appeal Decision Date:

TRUNCH - PF/23/0613 - Construction of two-bedroom detached dwelling, cartshed garage and associated works

The Roost, Mundesley Road, Trunch, North Walsham, Norfolk, NR28 0QB

For Mr & Mrs Jelliff

WRITTEN REPRESENTATION

Appeal Start Date: 19/07/2024

Appeal Decision:

Appeal Decision Date:

WELLS-NEXT-THE-SEA - PF/23/1018 - Erection of two storey dwelling

34 Freeman Street, Wells-next-the-sea, Norfolk, NR23 1BA

For Mr Underwood

WRITTEN REPRESENTATION

Appeal Start Date: 14/05/2024

Appeal Decision:

Appeal Decision Date:

Total Number of Appeals listed: 19

**OFFICERS' REPORTS TO
DEVELOPMENT COMMITTEE (ENFORCEMENTS)**

*Appeals Information for Committee between
10/08/2024 and 10/09/2024*

19-September-2024

APPEALS SECTION

WRITTEN REPRESENTATIONS APPEALS - IN HAND

ALBY WITH THWAITE - ENF/20/0066 - Erection of a building for residential use, garage and landscaping to create a garden

Field View, Alby Hill, Alby, Norwich, NR11 7PJ

WRITTEN REPRESENTATION

Appeal Start Date: 24/07/2023

Appeal Decision:

Appeal Decision Date:

CROMER - ENF/22/0026 - Installation of a flue

Lily Mai's, New Street, Cromer, Norfolk, NR27 9HP

WRITTEN REPRESENTATION

Appeal Start Date: 17/01/2024

Appeal Decision:

Appeal Decision Date:

EAST BECKHAM - ENF/22/0289 - Material change of use of agricultural to land to storing of machinery and creation of a bund

Land North Hwrc, Holt Road (a148), East Beckham, Norwich, Norfolk, NR11 8RP

WRITTEN REPRESENTATION

Appeal Start Date: 02/03/2023

Appeal Decision:

Appeal Decision Date:

EDGEFIELD - ENF/23/0092 - unauthorised works to a protected trees and new camping activity.

Dam Hill Plantation, Holt Road, Edgefield, Norfolk

WRITTEN REPRESENTATION

Appeal Start Date: 23/02/2024

Appeal Decision:

Appeal Decision Date:

RUNTON - ENF/23/0027 - Breach of conditions 2, 3,4, 6, 7, 8, 10, 11, 13,15 and 16 of planning permission PF/18/1302.

Homewood, Mill Lane, East Runton, Cromer, Norfolk, NR27 9PH

WRITTEN REPRESENTATION

Appeal Start Date: 09/01/2024

Appeal Decision:

Appeal Decision Date:

SOUTHREPPS - ENF/22/0281 - Stationing of caravan and associated works including installation of septic tank and engineering works.

Land Rear Pit Street, Southrepps, Norwich, Norfolk, NR11 8UX

WRITTEN REPRESENTATION

Appeal Start Date: 23/05/2023

Appeal Decision:

Appeal Decision Date:

WELLS-NEXT-THE-SEA - ENF/23/0124 - Material change of use of the land for the siting of a pizza van
Land West Of 3, The Quay, Wells-next-the-sea, Norfolk

WRITTEN REPRESENTATION

Appeal Start Date: 31/08/2023

Appeal Decision:

Appeal Decision Date:

WEYBOURNE - ENF/23/0278 - Change of use of barn to a pilates studio
Weybourne House, The Street, Weybourne, Holt, Norfolk, NR25 7SY

WRITTEN REPRESENTATION

Appeal Start Date: 29/04/2024

Appeal Decision:

Appeal Decision Date:

APPEAL DECISIONS - RESULTS AND SUMMARIES

BODHAM - ENF/23/0169 - Change of use of the land for residential purposes and the siting of motor vehicles and the siting of a static caravan and unit.

Land North Of Hurricane Farm Bungalow, Church Road, Lower Bodham, Norfolk

WRITTEN REPRESENTATION

Appeal Start Date: 10/11/2023

Appeal Decision: Enforcement Appeal Dismissed

Appeal Decision Date: 09/09/2024

GUNTHORPE - ENF/23/0214 - Erection of a dwelling, the material change of use of the land for residential purposes and the creation access drive.

Land On, Holt Road, Bale, Norfolk

WRITTEN REPRESENTATION

Appeal Start Date: 19/02/2024

Appeal Decision: Enforcement Notice Quashed on Appeal

Appeal Decision Date: 03/09/2024

Total Number of Appeals listed: 10

Planning Service Improvement Plan (PSIP) – Local Validation List 2024-2026	
Executive Summary	This report focusses on proposals for a new Local Validation list which sets out the range of documents required to be submitted with planning applications (over and above national requirements) in order to make them valid.
Options considered	Addressed – where appropriate – within the body of the text / appendices.
Consultation(s)	Internal consultation has taken place with Officers from within Planning and Environmental Health.
Recommendations	<ol style="list-style-type: none"> 1. Committee’s views on the proposed Local Validation requirements are sought; 2. Committee’s agreement to undertake a period of six-week public consultation on the new Local Validation list is sought 3. After public consultation, the Local Validation list will come into effect (with or without necessary modifications) after sign-off by the relevant decision making body at North Norfolk District Council.
Reasons for recommendations	To deliver the improvements sought by the Planning Service Improvement Plan (PSIP).
Background papers	Overviews and Scrutiny Committee Report from February 2023 on the PSIP

Wards affected	None
Cabinet member(s)	Cllr Andrew Brown
Contact Officer	Geoff Lyon, Development Manager, Tel: 01263 516226

Links to key documents:	
Corporate Plan:	Completing the PSIP is one of the Corporate Actions in the Corporate Plan – a new Local Validation list is a key part of the PSIP work
Medium Term Financial Strategy (MTFS)	No
Council Policies & Strategies	The Planning Service Improvement Plan

Corporate Governance:

Is this a key decision	No
Has the public interest test been applied	Not Applicable
Details of any previous decision(s) on this matter	See the Background Papers section

1. Purpose of the report

- 1.1 This report has been written to provide Councillors with an update on progress on the delivery of a new Local Validation list which is a key strand within the Council's Planning Service Improvement Plan (PSIP). The report seeks Committee input on the requirements set out within the draft Local Validation List ahead of formal public consultation prior to its ratification and introduction.

2. Introduction & Background

- 2.1 Having the right information to accompany a planning application is crucial to good decision making. Where necessary information is missing, this can lead to delays in decision making or can lead to applications having to be refused in the absence of required information.

- 2.2 The National Planning Policy Framework (NPPF) at paragraph 44 sets out that:

"Local planning authorities should publish a list of their information requirements for applications for planning permission. These requirements should be kept to the minimum needed to make decisions, and should be reviewed at least every two years. Local planning authorities **should only request supporting information that is relevant, necessary and material to the application in question**".
[emphasis added]

- 2.3 The range and type of planning applications submitted within the district of North Norfolk is broad and therefore reliance on current national validation requirements alone (those prescribed by central government) will not ensure that the right information is submitted in the majority of cases to enable positive decisions to be made in a timely manner. The district has many constraints that impact on the type of information needed to accompany a planning application including (amongst many others):

- Numerous European nature designations including Special Protection Areas (SPA) and Special Areas of Conservation (SAC)
- Extensive ecological interests
- Norfolk Coast National Landscape (formerly known as AONB)
- Valued landscapes
- Areas of Dark Skies

- Over 2,000 listed buildings
 - 84 Conservation Areas
 - Areas of archaeological interest
 - Extensive areas of coast at risk from erosion
 - Areas at risk from coastal and fluvial flooding
 - Areas of contaminated land
- 2.4 Having regard to the constraints within the district and the likely issues that may impact planning decisions, it is important for any local validation list to set out the information that may be needed for review by internal and external subject matter experts / consultees / stakeholders who may need to take an active part in the determination of a planning application.
- 2.5 The key consideration is that of proportionality. Information should not be requested purely for information's sake. Any requested supporting information should be:
- relevant;
 - necessary; and
 - material to the application in question.

Context is therefore hugely important in establishing whether specific supporting information is essential in order to make a planning decision.

- 2.6 A criticism often levelled at planning services is that the cost of preparing an application for submission can become onerous and act as a barrier, especially for more modest sized schemes. Overly officious and bureaucratic processes requiring unnecessary information will not add value to the planning process and will merely add to cost and delays. A fair balance has to be struck so as to avoid a scenario of unnecessary and often expensive supporting information / specialised reports having to be provided when it is not justified.

3. **Proposals and Options**

A New Local Validation list 2024-2026

- 3.1 In line with government expectations to review information requirements, a new Local Validation list has been assembled which has drawn on and updated requirements from the old validation list whilst at the same time including a number of new requirements reflecting additional constraints and requirements that now fall within the remit of planning. This list would replace the existing and now outdated list from 2017-19.
- 3.2 Officers across Planning and Environmental Health have inputted into the production of a new Local Validation list.
- 3.3 The new Local Validation list is attached at **Appendix 1**.

- 3.4 The new Local Validation list sets out a list of 54 requirements covering a wide breadth of topic areas. For ease of reference, each item is numbered, has a document name, sets out details when the document is required and also includes guidance for applicants and agents in respect of what may be required for that specific document with weblinks as appropriate.
- 3.5 Committee should note that of the 54 requirements, not every document will necessarily need to be provided in support of an application. The need for documents will entirely depend on the type of application (e.g. FULL, Outline, Reserved Matters, Listed Building Consent etc) and the site constraints that affect a site. The finalised Local Validation list will include a matrix so that applicants and agents can easily identify which local validation requirements could potentially apply for their specific application.
- 3.6 In line with other PSIP activities currently being reviewed, new Pre-Application advice services will also offer the opportunity for applicants and agents to clarify which validation requirements are likely to apply for their specific development.
- 3.7 Committee are invited to review the new Local Validation list and consider whether there are any further document requirements to be added (having regard to the test set out at paragraph 2.5).
- 3.8 Any amendments suggested and agreed by Committee to the Local Validation list in Appendix 1 will be included in the updated list to go forward for formal six-week public consultation.
- 3.9 After the six week period of public consultation has ended, any comments will be considered and the Local Validation list amended, where necessary prior, to being issued for approval ahead of formal introduction.

4. Corporate Priorities

- 4.1 As specified in the Links to Key Documents section above.

5. Financial and Resource Implications

- 5.1 This report in-itself doesn't have any financial implications other than to assist in the effective operation of the Council's planning functions.
- 5.2 There are some work-load implications from the report – in terms of additional work in setting up and operating the new Local Validation list monitoring but these will be managed within current resources.

Comments from the S151 Officer:

The S151 Officer (or member of the Finance team on their behalf) will complete this section.

6. Legal Implications

- 6.1. The main issue from a legal perspective is around the validity of any new Local Validation list and ensuring due process is followed in its introduction.

Comments from the Monitoring Officer

The Monitoring Officer (or member of the Legal team on behalf of the MO) will complete this section. They will outline any legal advice provided.

7. Risks

- 7.1 It is important that the issue within this report is progressed in an appropriate manner. It will not be possible to complete the PSIP without doing so.

8. Net Zero Target

- 8.1. This is not a report that leads to decisions that will result in any direct impact – positive or negative – on the Council's Net Zero position. It is anticipated that the new suggested requirement within the Local Validation list for submission of a "Climate Emergency / Net Zero Statement" will provide the Local Planning Authority with important information in respect of how the proposed development responds positively to a climate emergency and how the development has been designed to reduce the carbon impact of development that will help facilitate and accelerate the transition to Net Zero by 2050.

9. Equality, Diversity & Inclusion

- 9.1 There are no equality, diversity or inclusion implications of this report.

10. Community Safety issues

- 10.1 There are no community safety implications of this report.

11. Conclusion

- 11.1 The proposals within this report should help improve the Planning Service and help reduce the timeframe between validation and determination of planning applications as a result of necessary information being included at the start of the determination period.

12 Recommendations

12.1 It is recommended that:

- 12.1.1 Committee's views on the proposed Local Validation requirements are sought;**
- 12.1.2 Committee's agreement to undertake a period of six-week public consultation on the new Local Validation list is sought**
- 12.1.3 After public consultation, the Local Validation list will come into effect (with or without necessary modifications) after sign-off by the appropriate decision making body at North Norfolk District Council.**

Appendix 1 – New Local Validation List (2024 – 2026)

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Appendix 1 – Draft Local Validation List 2024 - 2026

Item	Document	When Required	Guidance
1.	Accessible and Adaptable Homes Statement	Required for all new dwellings	<p>A short statement setting out how the proposal complies with the requirements set out in Core Strategy Policy HO 1</p> <p>or</p> <p>In relation to Emerging Policy HOU 8, a short statement setting out compliance with the policy in relation to compliance with M4(2) Standard: Category 2 – Accessible and Adaptable Dwellings and, where 20 or more units are proposed, confirming compliance with the requirement that 5% of dwellings are provided as wheelchair adaptable dwellings in accordance with the Building Regulations M4(3) Standard – Category 3.</p>
2.	Affordable Housing Statement	<p>Required for:</p> <ol style="list-style-type: none"> Major housing applications (a major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more); or All rural exception housing schemes of any scale in the 'countryside'. All market housing led proposals in the 'countryside' policy area. 	<p>A short report (can be included within a Planning Statement) setting out the level of affordable housing provision including housing mix and tenure taking account of up-to-date housing needs for the area.</p> <p>Where a policy compliant scheme is not proposed the report shall set out clearly the justification as to why a reduced amount of affordable housing is proposed and shall be supported by a financial viability assessment where viability forms all or part of the justification for non-compliance with the policy (see Financial Viability Assessment).</p> <p>The report shall be based on an up to date needs assessment, as provided by North Norfolk District upon request from the Council's Strategic Housing Team.</p>
3.	Air Quality Assessment / Air Quality Impact Statement	<p>An Air Quality Assessment is required for:</p> <ol style="list-style-type: none"> All Major development <u>within</u> an Air Quality Management Area; All Major development <u>within</u> an area where the National Air Quality Objectives are exceeded for background pollutants (any pollutant); All Major Development where the background pollution (any pollutant) is within 10% of exceeding the National Air Quality Objectives <p>NOTE: A major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1,000sqm or more floorspace, or development on a site having an area of 1 hectare or more.</p> <ol style="list-style-type: none"> All Non-Major development <u>within</u> an Air Quality Management Area; All Non-Major development <u>within</u> an area where the National Air Quality Objectives are exceeded for background pollutants (any pollutant) <p>NOTE: Non-Major development excludes Householder development and any development which is Permitted Development under the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)</p> <p>An Air Quality Impact Statement is required for:</p>	<p>The 2008 Ambient Air Quality Directive sets legally binding limits for concentrations in outdoor air of major air pollutants that affect public health such as particulate matter (PM₁₀ and PM_{2.5}) and nitrogen dioxide (NO₂).</p> <p>The UK also has national emission reduction commitments for overall UK emissions of 5 damaging air pollutants:</p> <ul style="list-style-type: none"> fine particulate matter (PM_{2.5}) ammonia (NH₃) nitrogen oxides (NO_x) sulphur dioxide (SO₂) non-methane volatile organic compounds (NMVOCs) <p>As well as having direct effects on public health, habitats and biodiversity, these pollutants can combine in the atmosphere to form ozone, a harmful air pollutant (and potent greenhouse gas) which can be transported great distances by weather systems. Odour and dust can also be a planning concern, for example, because of the effect on local amenity.</p> <p>The Department for Environment, Food and Rural Affairs carries out an annual national assessment of air quality using modelling and monitoring to determine compliance with relevant Limit Values. It is important that the potential impact of new development on air quality is taken into account where the national assessment indicates that relevant limits have been exceeded or are near the limit, or where the need for emissions reductions has been identified.</p> <p>The National Air Quality Objectives set out the specific objectives for each pollutant.</p> <p>For Nitrogen Dioxide the UK Objective is 40µg/m³</p>

Item	Document	When Required	Guidance
		<p>a. All Major development NOT within an Air Quality Management Area; NOT within an area where the National Air Quality Objectives are exceeded for background pollutants (any pollutant); and NOT within an area where the background pollution (any pollutant) is within 10% of exceeding the National Air Quality Objectives</p> <p>NOTE: A major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1,000sqm or more floorspace, or development on a site having an area of 1 hectare or more.</p> <p>b. All Non-Major development where the background pollution (any pollutant) is within 10% of exceeding the National Air Quality Objectives</p> <p>NOTE: Non-Major development excludes Householder development and any development which is Permitted Development under the Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended)</p>	<p>For Particles PM₁₀ the UK Objective is 40µg/m³</p> <p>For Particles PM_{2.5} the UK Objective is 20µg/m³ (annual mean) but in England this is to be reduced to 10µg/m³ (target date 31 Dec 2040)</p> <p>In North Norfolk, air quality is generally good but there are some areas with higher background readings.</p> <p>Applicants must refer to Defra UK-AIR GIS Tool to determine local background air quality levels relevant for the application site.</p> <p>Where a development proposal is in an area which is identified as being above the UK/England Objective or is within 10% of the Objective targets for specified pollutants then an Air Quality Assessment or Air Quality Impact Statement may be required. Major development may require an Air Quality Impact Statement even where areas have a low background reading for pollution.</p> <p>Where air quality is a relevant consideration the local planning authority may need to establish:</p> <ul style="list-style-type: none"> the 'baseline' local air quality, including what would happen to air quality in the absence of the development; whether the proposed development could significantly change air quality during the construction and operational phases (and the consequences of this for public health and biodiversity); and whether occupiers or users of the development could experience poor living conditions or health due to poor air quality. <p>The government have produced a flowchart which sets out the steps a local planning authority might take in considering air quality.</p>
4.	Air Source Heat Pump – Technical Specifications and Unit Location Information	Required for all proposals involving the installation of Air Source Heat Pumps (ASHP).	<p>In order to help ensure timely determination of applications for ASHP, applicants are requested to include the following information with their application;</p> <ul style="list-style-type: none"> Specification data should include the size of unit and the sound pressure level of the proposed unit. Manufacturers specification data is readily available on request from the equipment supplier. Location data for the proposed unit/units should be supplied in the form of a scaled site plan / drawing with the location of proposed ASHPs clearly marked together with details of intended installation height (i.e. ground mounted, wall mounted (ground floor X metres off ground), wall mounted (first floor X metres off ground)).
5.	Assessment of Impact on the Norfolk Coast National Landscape (formerly Area of Outstanding Natural Beauty and The Broads)	<p>Required for:</p> <p>a. All developments located within the Norfolk Coast National Landscape and located outside of defined settlement boundaries;</p> <p>b. All developments located outside of the Norfolk Coast National Landscape but which are likely to have an impact on the special qualities of the Norfolk Coast National Landscape.</p>	<p>A statement setting out how the proposal would impact on the identified special qualities of the Norfolk Coast National Landscape and how it would be compliant with targets and objectives set out in the current Norfolk Coast National Landscape Management Plan and associated guidance documents.</p> <p>Where an adverse effect arises, the statement should demonstrate whether alternative sites have been considered (including details of where those sites are located and any reasons for why the development cannot be located there) and set out the benefits in favour of the proposal in order to demonstrate that they can be reasonably considered to outweigh the adverse impacts on the Norfolk Coast National Landscape.</p>

Appendix 1 – Draft Local Validation List 2024 - 2026

Item	Document	When Required	Guidance
			<p>For smaller scale proposals where a Design and Access (D&A) Statement is required, the Assessment of Impact on the Norfolk Coast National Landscape can be included within the D&A Statement.</p> <p>For further guidance on the management of the Norfolk Coast National Landscape please see:</p> <p>Norfolk Coast Protected Landscape</p>
6.	Biodiversity Net Gain Statement (and completed metric spreadsheet where applicable)	<p>Required for:</p> <p>All applications</p>	<p>A Statement with written confirmation that:</p> <ul style="list-style-type: none"> • Mandatory Biodiversity Net Gain does or does not apply • Whether any habitat degradation has taken place before or after the Biodiversity Metric calculations were carried out <p>Where BNG applies the following is required:</p> <p>The Statutory Biodiversity Metric with:</p> <ul style="list-style-type: none"> • Baseline and Post-development calculations fully completed (Outline applications may provide indicative Post-development calculations) • Date of Metric completion • Name of competent and/or Watercourse accredited person <p>A Map showing:</p> <ul style="list-style-type: none"> • On-site habitat (using UK Habitat Classification) and any irreplaceable habitat <p>In line with Emerging Policy CC 10 (Biodiversity Net Gain), once the emerging Policy progresses to a point where it attracts sufficient weight for decision making purposes, the following validation requirements will also apply (over and above the statutory minimum requirements):</p> <p><u>Qualifying</u> development must achieve a minimum of 10% Biodiversity Net Gain, or higher as stipulated in national legislation, over the pre-development biodiversity value as measured by the <u>statutory</u> Biodiversity Metric, <u>small sites metric</u> or agreed equivalent.</p> <p>The Biodiversity Net Gain Statement should demonstrate that the Mitigation Hierarchy has been employed in securing the biodiversity net gain:</p> <ol style="list-style-type: none"> Avoidance Mitigation Compensation <p>The Biodiversity Net Gain Statement should clarify and explain the predicted biodiversity outcomes both qualitatively and quantitatively including how the proposal has complied with the Biodiversity Gain Hierarchy.</p> <p>The Biodiversity Net Gain Statement should detail of how the biodiversity net gain will be maintained for at least 30 years after the development is completed.</p>
7.	Climate Emergency / Net Zero Statement	<p>Required for:</p> <p>All Applications</p>	<p>All applications are required to submit a Climate Emergency / Net Zero Statement that is proportionate to the development being proposed.</p> <p>The Climate Emergency / Net Zero Statement should set out:</p> <ul style="list-style-type: none"> • How the proposed development responds positively to a climate emergency; and

Item	Document	When Required	Guidance
			<ul style="list-style-type: none"> How the development has been designed to reduce the carbon impact of development that will help facilitate and accelerate the transition to Net Zero by 2050. <p>Where a Design & Access Statement is required, the Climate Emergency / Net Zero Statement can be included within that document.</p> <p>Demonstrating how proposed development is responding positively to a climate emergency will depend on the proposal but could include demonstrating how design and material choices help make the development more sustainable, energy efficient and reducing harmful effects on the environment.</p> <p>Evidencing a reduction in the carbon impact of development could include identifying how the proposal represents an improvement over current building regulation requirements (Part L). Net Zero buildings means reduced embedded carbon from materials and construction. Operationally reducing emissions by having a low-carbon heating technology and renewable energy generation and energy efficiency revolving around reduced heat loss.</p> <p>Further guidance on Net Zero Carbon building is available from UKGBC here: Net Zero Carbon Buildings Framework UKGBC Net Zero Carbon Buildings: A Framework Definition (pdf) UKGBC-Net-Zero-Operational-Carbon-One-Pager.pdf</p>
8.	Coastal Erosion Vulnerability Assessment	<p>Required for:</p> <p>All applications for proposed development partly or fully within the following indicative erosion zones set out within either the Hunstanton to Kelling Hard Shoreline Management Plan (SMP5) or the Kelling Hard to Lowestoft Shoreline Management Plan (SMP6):</p> <ul style="list-style-type: none"> 0-25 yrs indicative erosion zone 25-50 yrs indicative erosion zone 50-100 yrs indicative erosion zone. <p>Or</p> <p>Once adopted, all applications partly or fully within the Coastal Change Management Area defined under the Emerging Local Plan under Policy CC 5 (Coastal Change Management)</p>	<p>The Coastal Erosion Vulnerability Assessment should be proportionate to the development proposed and should set out:</p> <ol style="list-style-type: none"> Whether the proposal will result in an increased risk to life or to property; That the works are consistent with the relevant Shoreline Management Plan; and Whether the proposal would result in adverse impact on the environment elsewhere along the coast. <p>Where the proposal would result in adverse impacts in relation to a), b) or c) and proposals are for commercial, leisure or community infrastructure, then the economic, social and environmental benefits to the community in relation to the proposed development should be clearly set out within the Coastal Erosion Vulnerability Assessment or, where required, within a Planning Statement.</p> <p>Further information: Hunstanton to Kelling Hard Shoreline Management Plan (SMP5) Kelling Hard to Lowestoft Shoreline Management Plan (SMP6):</p>
9.	Contaminated Land Survey / Contaminated Land Screening Assessment Form	<p>A Contaminated Land Screening Assessment Form is required for:</p> <ol style="list-style-type: none"> All Non-Major development involving the conversion of barns to dwellings / holiday accommodation and / or the erection of 	<p>The degree of assessment required is dependent upon the nature of the development.</p> <p>Proportionate but sufficient site investigation information is required to determine the existence or otherwise of contamination, its nature and extent, the risks it may pose and to</p>

Item	Document	When Required	Guidance
		<p> dwellings or the change of use of land to allotments or small holdings</p> <p>NOTE: A Non-Major application is up to 9 dwellings, residential development on a site having an area of less than 0.5 hectares, the provision of building/s creating less than 1,000sqm or more floorspace, or development on a site having an area of less than 1 hectare.</p> <p>A Contaminated Land Survey (Phase One) is required for:</p> <ul style="list-style-type: none"> a. All Major development involving residential development, care homes, holiday accommodation commercial development and public infrastructure; b. All new development proposals on sites which have currently or in the past been used for industrial purposes and where contamination is known or suspected (on the site or on adjacent land) and/or where the proposed use would be particularly vulnerable to the presence of contamination (e.g. residential, care homes, holiday accommodation, allotments and small holdings). <p>NOTE: A major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1,000sqm or more floorspace, or development on a site having an area of 1 hectare or more.</p>	<p>whom/what (the 'receptors'). The information should also set out any necessary remediation measures.</p> <p>Assessment must be undertaken by a suitably qualified and competent individual accredited and registered with a professional institution or organisation.</p> <p>The appropriate professional standards must be applied in all instances depending upon the nature of the proposal:</p> <ul style="list-style-type: none"> • British Standard BS 10175: Investigation of potentially contaminated sites • Code of Practice, and the Environment Agency's Land Contamination Risk Management Guidance • BS3882:2015 British Standard Topsoil • Good practice on the testing and verification of protection systems for buildings against hazardous ground gases (C735) <p>For Further guidance and access to the relevant forms:</p> <p>Development on land affected by contamination (Developer Guidance)</p> <p>Contaminated Land Screening Assessment Form</p> <p>Verification requirements for cover systems (Developer Guidance)</p>
10.	Drainage Strategy including Foul and Surface Water Management	<p>Required for:</p> <ul style="list-style-type: none"> a. all Major developments (a major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1,000sqm or more floorspace, or development on a site having an area of 1 hectare or more) 	<p>A report including plans/details/ specifications setting out foul drainage and surface water drainage proposals. The proposals should demonstrate how surface water (including any flows originating off site will be managed within the site without resulting in flood risk to properties on or off the site) while considering the impact of climate change and the application of the drainage hierarchy. The proposals must also include information on ongoing maintenance and management.</p> <p>The following links may be of assistance in preparation of these supporting documents:</p> <p>Anglian Water</p> <p>Lead Local Flood Authority</p> <p>CIRIA - SUDS Hierarchy</p> <p>IEMA</p>
11.	Economic Statement	<p>Required for:</p> <ul style="list-style-type: none"> a. Changes of Use over 150sqm within a defined primary shopping area where employment/retail uses would be lost; 	<p>A short report setting out the economic impacts (both positive and/or negative) of the proposal. The report should focus on the particular use(s) proposed and its implications for jobs and the local economy (major proposals will require, in addition, a focus on the impact across the wider area/District dependent upon the scale of development proposed). The report should include the following (where appropriate):</p>

Appendix 1 – Draft Local Validation List 2024 - 2026

Item	Document	When Required	Guidance
		<ul style="list-style-type: none"> b. New employment generating uses over 1,000sqm anywhere in the District; c. Loss of all, or partial loss, of allocated employment sites anywhere in the District; or where more than 10 FTE jobs are to be lost as a result of the proposed development. d. New leisure or tourism related development with a floorspace over 1,000sqm or on a site area in excess of 0.5 hectares. 	<ul style="list-style-type: none"> • Number of full-time equivalent (FTE) jobs created or lost; • In the case of new employment generating uses - why the proposed location has been chosen (having regard to any operational or environmental justifications); • In the case of loss of employment generating uses or designated sites (either part or in whole) consideration of alternative available provision; • Impact on designated employment areas; • Wider Public Benefits; • Explanation of direct or indirect economic/employment benefits (e.g. supporting business or creation of supply chains, tourism spend) • Business Rate benefit for local economy • Opportunities for skills/education development including apprenticeships; • Anything else in support of the proposal from an economic perspective <p>Where the requirement for a Retail Impact Assessment is also met, the Economic Impact should be included as part of that assessment.</p>
12.	Extraction / Ventilation Details / Specifications	<p>Required for ALL commercial developments that will utilise extraction and ventilation systems including (but not limited to) proposals for new/enlarged:</p> <ul style="list-style-type: none"> • Food establishments • Kitchens • Industrial Buildings/Premises • Vehicle refinishers 	<p>Depending upon the nature of the proposal and proximity of receptors, applicants will need to provide basic technical specifications of the extraction / ventilation unit(s) to be installed, together with location data.</p> <p>This will allow appropriate consultees to assess the application. In some instances, where bespoke installations are required, more details will be required to assess the acoustic and olfactory performance of the unit(s). Additional guidance can be found within the following:</p> <p>Control of odour and noise from commercial kitchen exhaust systems (2022 (2nd EMAQ edition)</p> <p>Institute of Air Quality Management - Guidance on the assessment of odour for planning 2018 v1.1</p>
13.	Financial Viability Assessment (FVA)	<p>Required for:</p> <ul style="list-style-type: none"> a. All development proposals (including Housing) where the applicant/agent is advancing an economic viability case to support the acceptability of a non-policy compliant proposal. b. All Housing Development where: <ul style="list-style-type: none"> • time has passed since Local Plan Viability evidence has been produced; or • there has been a significant change in economic circumstances; or • there are site specific issues <p>such that an up to date FVA is required to be submitted with an application to demonstrate that a proposal is viable to deliver.</p>	<p>A submitted financial viability assessment (FVA) should be completed by a suitably qualified person (RICS accredited).</p> <p>The FVA shall follow industry best practice including the latest edition of Guidance Note (Assessing Viability in Planning) and any relevant guidance as contained within the most recent National Planning Policy Framework (NPPF) and Planning Practice Guidance published by Government or any other documents of guidance from government which supersedes those documents.</p> <p>FVAs need not contain commercially sensitive data but, even if some elements are commercially sensitive, they can be aggregated in a published FVA in order to avoid disclosure of this sensitive material.</p> <p>FVAs have a direct bearing on the provision of community infrastructure and services, and are of great interest to the public, so are expected to be placed in the public domain.</p>
14.	Flood Risk Assessment	<p>Required for:</p> <ul style="list-style-type: none"> a. all planning applications for development proposals of 1 hectare or greater in Flood Zone 1; 	<p>A report including plans identifying and quantifying the risk to the development; of all sources of flooding, and providing site specific detail (geology/watercourse network/topography etc.) to inform the application of the drainage hierarchy to subsequent surface water drainage proposals.</p>

Appendix 1 – Draft Local Validation List 2024 - 2026

Item	Document	When Required	Guidance
		<ul style="list-style-type: none"> b. all proposals in Flood Zones 2 and 3 plus an allowance for climate change (excluding minor extensions, more vulnerable, less vulnerable and water compatible development in flood zone 2 covered by separate EA standing advice) c. all planning applications involving extensions to existing buildings, new development located or changes of use which increase flood vulnerability on 'Dry Island' sites d. all planning applications where proposed development may be subject to other sources of flooding or may increase the potential of flood risk from other sources of flooding e.g. large reservoirs or development affected by large reservoirs e. All discharge of condition applications where approval of detailed drainage design is required. 	<p>FRA should include flood evacuation and response management plans.</p> <p>Guidance is available from the Environment Agency at: Flood risk assessment in flood zones 2 and 3</p> <p>Further guidance can be obtained here:</p> <p>Lead Local Flood Authority</p> <p>National Planning Policy Framework (NPPF) and National Planning Practice Guidance (NPPG)</p> <p>NNDC Planning Policy webpages</p> <p>CIRIA – SUDS Hierarchy</p> <p>IEMA</p> <p>In respect of the requirements of e), Norfolk County Council – Lead Local Flood Authority have observed that a drainage strategy can vary between an initial approval and the point at which conditions are discharged, particularly if some time has elapsed between stages. Resubmitting the FRA consolidates site and risk information presenting a clear package of background information on which the drainage strategy proposed is based.</p>
15.	Flood Risk Assessment - Statement of compliance with Environment Agency Standing Advice on Flood Risk	<p>Required for:</p> <ul style="list-style-type: none"> • a minor extension (household extensions or non-domestic extensions less than 250 square metres) in flood zone 2 or 3 plus an allowance for climate change; • 'more vulnerable' in flood zone 2 plus an allowance for climate change (except for landfill or waste facility sites, caravan or camping sites); • 'less vulnerable' in flood zone 2 plus an allowance for climate change (except for agriculture and forestry, waste treatment, and water and sewage treatment); • 'water compatible' in flood zone 2 plus an allowance for climate change <p>This includes developments involving a change of use into one of these vulnerable categories or into the water compatible category.</p>	<p>Guidance is available from the Environment Agency at: Flood risk assessment: standing advice</p> <p>For all developments covered by standing advice, you must put together a flood risk assessment which includes:</p> <ul style="list-style-type: none"> • your site address • a description of your development • the estimated flood level for your development, taking into account the impacts of climate change over its lifetime • details of the finished floor levels • details of your flood resistance and resilience plans • any supporting plans and drawings • any other information the relevant standing advice tells you to include
16.	Foul Drainage Assessment	<p>Required for:</p>	<p>Applications for developments relying on anything other than connection to a public sewage treatment plant should be supported by sufficient information to understand the potential implications for the water environment.</p> <p>The first presumption is to provide a system of foul drainage discharging into a public sewer to be treated at a public sewage treatment works.</p>

Item	Document	When Required	Guidance
		<p>a. all developments where non-mains drainage ('off-grid') disposal of foul sewage is proposed or a new connection to an existing 'off-grid' foul sewage disposal network is proposed.</p>	<p>Where a connection to a public sewage treatment plant is not feasible (in terms of cost and/or practicality) a package sewage treatment plant can be considered. The package sewage treatment plant should offer treatment so that the final discharge from it meets the standards set by the Environment Agency.</p> <p>A proposal for a package sewage treatment plant and infrastructure should set out clearly the responsibility and means of operation and management to ensure that the permit is not likely to be infringed in the life of the plant. There may also be effects on amenity and traffic to be considered, for example, because of the need for sludge to be removed by tankers.</p> <p>Septic tanks should only be considered if it can be clearly demonstrated by the applicant that discharging into a public sewer to be treated at a public sewage treatment works or a package sewage treatment plant is not feasible (taking into account cost and/or practicability).</p> <p>A report including plans/details/specifications setting out foul drainage and surface water drainage proposals including on-going management and maintenance.</p> <p>For sites within the Nutrient Neutrality catchments of the River Wensum or River Bure – please see Nutrient Neutrality Statement.</p> <p>The following links may be of assistance in preparation of these supporting documents:</p> <p>Anglian Water</p> <p>Lead Local Flood Authority</p> <p>CIRIA - SUDS Hierarchy</p> <p>IEMA</p>
17.	Health & Wellbeing Statement	Required for all proposals for residential development of 250 dwellings or more.	To ensure that health infrastructure and well-being are considered as integral to the development process, the Health and Wellbeing Statement should set out how the proposed development takes account of the guidance set out in the Building for a Healthy Life (June 2020) design toolkit and has been informed by the Planning In Health Protocol (2019).
18.	Heritage Statement	<p>Required in the case of development proposals which affect or may affect:</p> <p>a. listed buildings and their settings;</p> <p>b. the character and appearance of Conservation Areas;</p> <p>c. scheduled monuments and their settings;</p> <p>d. a site on the Register of Historic Parks and Gardens of Special Historic Interest in England;</p> <p>e. undesignated heritage assets (such as buildings on a local list).</p> <p>f. an area with known or high potential for archaeological interest</p>	<p>Para 189 of the National Planning Policy Framework states: "In determining applications, local planning authorities should require an applicant to describe the significance of any heritage assets affected, including any contribution made by their setting. The level of detail should be proportionate to the assets' importance and no more than is sufficient to understand the potential impact of the proposal on their significance. As a minimum the relevant historic environment record should have been consulted and the heritage assets assessed using appropriate expertise where necessary. Where a site on which development is proposed includes or has the potential to include, heritage assets with archaeological interest, local planning authorities should require developers to submit an appropriate desk-based assessment and, where necessary, a field evaluation".</p> <p>A Heritage Statement is an applicant's opportunity to explain their proposals and to clarify what impact a development proposal will have on heritage assets.</p>

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			<p>The Statement should include:</p> <ul style="list-style-type: none"> • A description of the significance of the heritage asset and the contribution made by its setting; • A full description of the proposed works (NB: where any demolition is proposed, the age and condition of the fabric to be removed must be qualified); • A statement of justification for the proposed works. • An assessment of the impact of the proposed works upon the overall significance of the building. • Proposed mitigation of any negative impact upon the significance of the heritage asset and/or its setting. <p>A field evaluation is required for sites of archaeological interest.</p> <p>In cases where both a Design and Access Statement and Heritage Statement are required, applicants can avoid unnecessary duplication and demonstrate how the proposed design has responded to the historic environment through including the necessary heritage assessment as part of the Design and Access Statement.</p> <p>Setting is defined in the National Planning Policy Framework (NPPF) as "The surroundings in which a heritage asset is experienced. Its extent is not fixed and may change as the asset and its surroundings evolve. Elements of a setting may make a positive or negative contribution to the significance of the asset, may affect the ability to appreciate that significance or may be neutral."</p> <p>The setting itself is not designated. Every heritage asset, whether designated or not has a setting. Its importance, and therefore the degree of protection it is offered in planning decisions, depends entirely on the contribution it makes to the significance of the heritage asset or its appreciation.</p> <p>Further advice on setting is available here:</p> <p>Historic England Guidance</p> <p>National Planning Guidance</p>
19.	<p>Landscape Character and Visual Impact Assessment</p>	<p>Required for:</p> <ol style="list-style-type: none"> a. All applications which are likely to have a significant impact on landscape character and will incur visual impact; b. All Telecom masts above 20m in height in the countryside. 	<p>Needs to be proportionate to the scale of the development and in accordance with best practice, (Guidelines for Landscape & Visual Impact Assessment, 3rd edition, 2013, Landscape Institute and IEMA) and recent update: Notes and Clarifications on aspects of the 3rd Edition Guidelines on Landscape and Visual Impact Assessment (GLVIA3) – LITGN-2024-01)</p> <p>Proposals should be assessed against guidance set out in the North Norfolk Landscape Character Assessment (2021 SPD) and (in relation to proposals for renewable energy and reservoirs) the North Norfolk Landscape Sensitivity Assessment (2021 SPD)</p>

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Item	Document	When Required	Guidance
			<p>Should include photos and photomontages from selective identified viewpoints</p> <p>For further guidance please refer to Landscape Institute Guidance</p>
20.	Landscape Proposals (Hard & Soft)	<p>Required For:</p> <ul style="list-style-type: none"> a. Major applications (a major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1,000sqm or more of commercial floorspace, or development on a site having an area of 1 hectare or more) excluding outline applications where landscaping has been reserved for subsequent approval; b. all minor developments (a minor application is 1-9 dwellings or up to 0.49 hectares or the provision of buildings creating up to 999sqm of commercial floor space or development on a site up to 0.9 hectares excluding outline applications where landscaping is a reserved matter); c. or other development involving changes to public realm in principle and secondary settlements of Cromer, Fakenham, Holt, North Walsham, Hoveton, Sheringham, Stalham and Wells. 	<p>A plan showing the proposed site layout, boundary treatments and vegetation to be retained and location of proposed soft planting together with details of hard surface and boundary treatments. This shall be accompanied by a short statement setting out proposed future management and maintenance of soft landscaping.</p> <p>For MAJOR applications (a) and other applications c) the following hard and soft landscape detail is required:</p> <p>Existing landscape details:</p> <ul style="list-style-type: none"> a. A plan to scale showing precise location and canopy spread of all existing trees, hedgerows and other significant areas of vegetation on or adjoining the site b. Details of those to be retained c. Details of existing boundary treatments and forms of enclosure d. Details of existing open watercourses or other aquatic features on the site <p>Soft Landscape Details</p> <ul style="list-style-type: none"> e. Measures for ground preparation and cultivation f. Earthworks and ground profiling, including existing and proposed finish levels and contours g. Indicative planting proposals to scale showing areas and type of planting (e.g. trees, native shrubs, screen belt, ornamental planting, meadow). If applicable, details to incorporate mitigation and enhancement measures contained within related surveys, e.g. Ecology, Arboriculture. h. Indications of any Sustainable Urban Drainage (SUDs) features to be incorporated into the landscape (e.g. swales, basins, ponds) <p>Hard Landscape Details</p> <ul style="list-style-type: none"> i. Materials for hard surfaces including vehicular and pedestrian areas. j. New boundary treatments including plot division within the site (type of feature, material and height e.g. 1.2m brick and flint wall) k. Street furniture, (play equipment, bollards, signage, refuse bins, seating, etc) l. Indicative external lighting proposals

Item	Document	When Required	Guidance
			<p>m. Indicative security measures</p> <p>Implementation and management details</p> <p>n. An implementation program laying out a timescale for the completion of all landscape works</p> <p>o. A landscape management plan, stating management responsibilities and a schedule of maintenance and monitoring operations for all landscaped areas for a minimum of five years following implementation.</p> <p>For MINOR developments (b):</p> <p>Soft Landscape Details:</p> <p>a. existing trees, shrubs and hedgerows on the site, indicating those to be removed</p> <p>b. accurate plotting of those to be retained (including species and canopy spread), including measures for protection during the course of the development</p> <p>c. Details of all new planting including: species, location, number and size of new trees and shrubs</p> <p>d. Measures for protection of new planting</p> <p>e. Details of the timescale for the completion of all landscape works</p> <p>Hard Landscape Details</p> <p>f. Surface materials for vehicle and pedestrian areas</p> <p>g. Boundary treatments, including hedging (species) fencing, walling.</p>
21.	Lighting Impact Assessment	<p>Required for:</p> <ul style="list-style-type: none"> • all development where external lighting (Including illuminated adverts) is proposed where: <ul style="list-style-type: none"> ○ residential amenity can be directly impacted and/or ○ the proposal could impact on designated Dark Skies Sites or the nocturnal character of the area 	<p>Details shall be provided setting out proposed external lighting including location, number, design, manufacturers product details (including illumination levels and beam orientation), times of operation and measures to prevent light spill/pollution.</p> <p>Due regard should be given to light sensitive areas and light sensitive receptors in order to maintain dark skies where possible and to minimise adverse impacts on protected species including bats.</p> <p>Further guidance is available from:</p>

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			<p>Institute of Lighting Professionals – Guidance Note 1 for the reduction of obtrusive light (2021)</p> <p>Secured by design</p> <p>Bat Conservation Trust - Guidance on lighting</p> <p>Dark Sky Discovery Partnership</p> <p>CPRE</p> <p>https://gostargazing.co.uk/location-map/</p>
22.	Mineral Resource Safeguarding Assessment	<p>Required for:</p> <ul style="list-style-type: none"> all non-exempt development within Mineral Safeguarding Areas Mineral Safeguarding Areas are defined by Norfolk County Council in its capacity as the Mineral Planning Authority. They are mapped within the 'Norfolk Minerals and Waste Development Framework Revised Policies Map' (December 2017) 	<p>Exemptions are:</p> <ol style="list-style-type: none"> Infilling in towns and villages. Householder applications. Advertisement applications. Reserved matters applications. Applications for new or improved accesses. Applications for listed building consent. 'Minor' extensions/alterations to existing uses/buildings. 'Temporary' development (for up to five years). Agricultural buildings adjacent to existing farmsteads. 'Minor' works such as fences and bus shelters. Amendments to current permissions. Extensions to existing settlements of no greater than 1 hectare <p>A submitted mineral resource safeguarding assessment should be completed by a suitably qualified person and the document, as a minimum, must include:</p> <p>1) The results of an intrusive site investigation:</p> <ul style="list-style-type: none"> Location map of trial pits/boreholes Logs of trial pits/boreholes showing geology.

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			<ul style="list-style-type: none"> The results of Particle Size Distribution testing of samples recovered from the trial pits/boreholes, to include classification of materials to determine the potential for reuse on site. <p>2) An assessment of the potential for any on site mineral resource to be of economic use for prior extraction either for export, or reuse on site in the construction phases. The assessment should be based on the results of the site investigation.</p> <p>The assessment should estimate the likely quantities of mineral which could be recovered and either exported or reused on site, and means by which this will be recorded and reported to the Mineral Planning Authority and the Local Planning Authority at an appropriate frequency.</p>
23.	Minimum Space Standards	Required for all new dwellings	Where new dwellings are proposed a table should be provided setting out how each dwelling complies with the technical space standards under Emerging Policy HOU 9.
24.	Noise Impact Statement	<p>Required for:</p> <ol style="list-style-type: none"> any application proposing noise sensitive uses within close proximity to existing noise generating uses (or those with an extant permission) which could cause existing nearby uses to curtail their activities; any application proposing noise generating development (this includes uses, plant, machinery or equipment) within close proximity to noise sensitive uses. 	<p>As a general guide the submission of an acoustic report is applicable to:</p> <ul style="list-style-type: none"> proposals for external plant equipment; the proposed creation of new noise sensitive development (e.g. residential) in areas that suffer from high levels of noise; developments that could affect noise sensitive receptors such as B8, B2, C1, C3 Use Class and all Class E developments proposals that could cause existing nearby uses to have to curtail their activities (agent of change principle); <p>Noise sensitive uses would include schools, hospitals, care facilities, residential uses, libraries, passive recreation uses and places of worship.</p> <p>Noise generating uses would include drinking establishments, heavily trafficked roads, theatres, night clubs, industrial uses, assembly and leisure uses as well as farm complexes</p> <p>The interpretation of close proximity will include properties adjacent to the site and within a reasonable proximity. However, depending on the particular circumstances, a wider area may need to be included. For example, in areas of open countryside or where night-time/daytime background noise levels are particularly low and/or where a noise generating use is likely to have wider implications.</p> <p>Noise assessments which fall in to either of the two categories should be carried out by a qualified professional.</p> <p>The appropriate professional standards must be applied in all instances depending upon the nature of the proposal, for example:</p> <p>*BS 4142:2014+A1:2019 Methods for rating and assessing industrial and commercial sound</p> <p>*BS 8233:2014 Guidance on Sound Insulation and noise reduction for buildings, which provides guidance for the control of noise in and around buildings</p> <p>* Policy Statement for England Defra 2010 https://www.gov.uk/government/publications/noise-policy-statement-for-england)</p>

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			<p>*NPPF Noise guidance https://www.gov.uk/guidance/noise--2</p> <p>A Baseline survey should always be undertaken to establish existing ambient and background noise levels. Surveys should attempt to identify all sources of noise and cover a representative and realistic time, ideally to coincide with worse case. Survey data should be provided.</p>
25.	Nutrient Neutrality Statement	<p>Required for:</p> <ul style="list-style-type: none"> a. any application proposing net new overnight accommodation within the sensitive catchments of the River Wensum or River Bure (including new residential development, student accommodation, care homes, tourism attractions, tourism accommodation); b. any permitted development (which gives rise to new overnight accommodation) under the Town and Country Planning (General Permitted Development) (England) Order 2015; c. any development not involving overnight accommodation but which may have non-sewerage water quality implications 	<p>This should include:</p> <ul style="list-style-type: none"> (i) A short summary setting out whether the proposed development is or is not nutrient neutral; (ii) A completed nutrient budget calculator using either the most up to date “Norfolk Calculator” or Natural England Calculators – please supply a copy of the Excel file in addition to any screen shots included within the statement; (iii) details of any mitigation, if required, and how the mitigation is to be secured in perpetuity.
26.	Odour Impact Assessment	<p>Required for:</p> <ul style="list-style-type: none"> a. proposals that involve the creation of significant sources of odour which could adversely affect human health - this would include intensive agriculture, industrial food production and waste processes. b. Proposals for odour sensitive development near to an existing odorous process. 	<p>Odour Impact Assessments should be produced in line with guidance set out by the Institute of Air Quality Management - Guidance on the assessment of odour for planning 2018 v1.1</p> <p>Odour impacts may be assessed when considering a planning application for an activity that may release odours or when a sensitive use is being proposed near to an existing odorous process (known as ‘encroachment’). Typical examples of potentially odorous activities are sewage works, intensive animal rearing, processing of animal remains, solid waste management (for example composting) and some industrial processes.</p>
27.	Open Space Assessment and Strategy	<p>Required for:</p> <p>Major applications (a major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares) excluding outline applications where layout and/or landscaping have been reserved for subsequent approval.</p>	<p>A statement setting out the amount and type of open space to be provided for the proposed development in accordance with latest standards.</p> <p>The statement shall include details of management and maintenance of any on or off-site open space.</p> <p>A copy of the Council's current Open Space requirements are available here</p>
28.	Planning Statement	<p>Required for:</p> <ul style="list-style-type: none"> a. Major applications (a major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1000sqm or more floorspace, or development on a site having an area of 1 hectare or more); 	<p>A statement in support of a planning application setting out how the proposal accords with national and local policy requirements and/or setting out any other relevant material planning considerations, particularly where the proposal represents a departure from policy.</p> <p>The statement should avoid repetition of other documents submitted but rather provide an overview or summary of the key policy arguments.</p> <p>Planning practice guidance</p>

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		b. all small scale residential development of 1-9 dwellings; c. all proposals that are contrary to the development plan	<p>Planning Policy</p> <p>The above link includes Core Strategy policies, Design Guide and Landscape Character Assessment, all of which should be taken into consideration within the Planning Statement</p>
29.	Plans – Block Plan	Required for all proposals where plans are to be submitted in support of an application.	<p>The Town and Country Planning (Development Management Procedure) (England) Order 2015 states that a plan which identifies the land to which the application relates.</p> <p>The Block Plan provided should therefore meet the following criteria;</p> <ul style="list-style-type: none"> • Provided at a metric scale (1:200 or 1:500). Relevant scale bar indicated. Provided on an up-to-date map • Indicate a north point. • Show the proposed development in relation to site boundaries, other existing buildings on the site, adjoining properties and the immediate area, this includes roads, public rights of way if it will influence or will be affected by the proposed development and position of trees, changes in levels, boundary treatment, vehicular/pedestrian access and parking. House names and road names should be labelled. • If the site area is edged in red this must match the location plan provided. • Any do not scale wording removed including any wording which indicates the LPA is unable to scale from the plans. • Where an Ordnance Survey based plan is being submitted for planning purposes the copyright and licence number must be shown.
30.	Plans – Elevations, existing and proposed	Required for all applications proposing new buildings or alterations to the exterior of an existing building (including replacement windows and doors)	<ul style="list-style-type: none"> • Provided at a metric scale usually 1:50 or 1:100 (photographs with annotated dimensions are not accepted). • Relevant scale bar indicated. • Must show all elevations including any blank elevations (unless visibility is completely obscured e.g. attached to another building). • Must match relevant existing/proposed floor plans. • Be clearly labelled e.g. north, west etc. or north point indicated. • Show any other buildings that are attached to the elevation and where possible the main features of that adjoining building (e.g. details of doors, windows on the same elevation of an adjoining terraced or semi-detached dwelling) and a street scene where appropriate). • Any do not scale wording removed including any wording which indicates the LPA is unable to scale from the plans.
31.	Plans – Floor Plan	Required for all applications proposing new buildings or alterations to the exterior of an existing building (including replacement windows and doors)	<ul style="list-style-type: none"> • Provided at a metric scale usually 1:50 or 1:100 • Relevant scale bar indicated. • All existing floor plans should be provided including where buildings are to be demolished. • Must match relevant existing/proposed elevations. • Any do not scale wording removed including any wording which indicates the LPA is unable to scale from the plans.

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Item	Document	When Required	Guidance
32.	Plans – Location Plan	Required for all proposals where plans are to be submitted in support of an application.	<ul style="list-style-type: none"> • Provided at a metric scale (usually 1:2500 or 1:1250) • Provided on an up-to-date map. • Show the site area edged in red (this should include the ‘residential curtilage’). • A blue line should be drawn around any other land owned by the applicant, close to or adjoining the application site. • Indicate a north point. • Any do not scale wording removed including any wording which indicates the LPA is unable to scale from the plans. • Where an Ordnance Survey based plan is being submitted for planning purposes the copyright and licence number must be shown.
33.	Plans – Parking Arrangements	Required where the proposed development reduces the available parking or turning space(s), changes access arrangements or significantly increases the size of a property and therefore has the potential to increase demand for parking.	<ul style="list-style-type: none"> • Details should be submitted stating how access will be provided, what arrangements are to be made to ensure that safe access and egress can be achieved, and the reasonable parking demands are met within the application site.
34.	Plans –Roof Plan, existing and proposed	Required where the proposals meets one or more of the following; <ul style="list-style-type: none"> • Where an existing roof is altered by the proposal. • Where there is a new roof structure created as part of the proposal • Where the scheme involves the installation of roof-mounted solar panels • Involving more complex roof design. 	<ul style="list-style-type: none"> • Should be provided at a metric scale usually 1:50 or 1:100 or as part of the site/block plan. • Relevant scale bar indicated. • North point indicated. • Any do not scale wording removed including any wording which indicates the LPA is unable to scale from the plans
35.	Plans – Section Drawing	Required for all new buildings or floor space except extensions to existing buildings.	<ul style="list-style-type: none"> • Finished Floor Level must be shown relative to a fixed and identifiable datum point which is identified on the plan. The datum point must not be taken from any structures which are to be demolished or can be moved. • Provided at a metric scale • Relevant scale bar indicated on the plan. • North point indicated • Any do not scale wording removed including any wording which indicates the LPA is unable to scale from the plans.
36.	Plans – Site Levels. existing and proposed	Required for any proposal involving new buildings or floor space and any groundworks e.g. access tracks, hard surfaced areas etc. Not required for extensions to existing buildings or where no other groundworks are proposed.	<ul style="list-style-type: none"> • The Site Levels, must be shown relative to a fixed and identifiable datum point which is identified on the plan. The datum point must not be taken from any structures which are to be demolished or can be moved. • Offsite levels of land and buildings immediately adjoining the site are also useful. • Provided at a metric scale • Relevant scale bar indicated on the plan. • North point indicated • Any do not scale wording removed including any wording which indicates the LPA is unable to scale from the plans. North point indicated

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Item	Document	When Required	Guidance
37.	Playing Fields Assessment	Required for all proposals affecting playing field land	<p>Sport England recommends planning applications affecting playing fields should provide specific information in line with guidance set out at Annex B of its “Playing Fields Policy and Guidance” document (last updated December 2021) – available here:</p> <p>This information will enable Sport England to provide a substantive response to applications on which it is consulted. It will also aid the Local Planning Authority to assess an application in light of paragraph 103 of the NPPF and relevant Local Plan policies.</p>
38.	<p>Preliminary Ecological Appraisal (PEA) (followed by – where appropriate) Ecological Impact Assessment (EclA) or</p>	<p>Required for:</p> <ul style="list-style-type: none"> • All developments where it is likely that protected species are present on or near the development site, and are likely to be affected by the development. • All development likely to affect: <ul style="list-style-type: none"> a. Internationally and nationally designated sites; b. European and nationally protected species; c. Priority habitats and species; and d. Significant populations of national or local Red List or notable species. <p>(Refer to the North Norfolk District Council Local Validation requirements for designated sites for further guidance)</p> <ul style="list-style-type: none"> • Major applications (a major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1000sqm or more of commercial floorspace, or development on a site having an area of 1 hectare or more); 	<p>Preliminary Ecological Appraisals and Ecological Impact Assessments should be prepared in accordance with the Chartered Institute of Ecology and Environmental Management (CIEEM) Technical Guidance Series</p> <p>Guidelines for Preliminary Ecological Appraisal. Guidelines for Ecological Impact Assessment (EclA)</p> <p>Ecological reports should have a logical structure and be prepared in accordance with the Chartered Institute of Ecology and Environmental Management (CIEEM) Technical Guidance Series for Ecological Report Writing.</p> <p>Ecological reports must be valid in accordance with timeframes set out in the Chartered Institute of Ecology and Environmental Management (CIEEM) advice note ‘On the Lifespan of Ecological Reports and Surveys’</p> <p>Preliminary Ecological Appraisal (PEA) or Ecological Impact Assessment (EclA) should accord with British Standard BS 42020:2013 Biodiversity – Code of Practice for planning and development.</p> <p>Further guidance:</p> <p>Joint Nature Conservation Committee (JNCC) guidance on UK BAP Priority Species and UK BAP Priority Habitats</p> <p>National Planning Policy Guidance/Defra guidance on Protected Sites and Areas.</p> <p>Guidance on the legal obligations on local planning authorities and developers regarding European sites designated under the Birds or Habitats Directives, protected species and Sites of Special Scientific Interest is currently provided in Circular 06/2005.</p> <p>A householder’s guide to engaging an ecologist is provided by the Chartered Institute of Ecology and Environmental Management (CIEEM).</p> <p>Bat survey and report: This guidance document sets out broadly what is involved when a ‘bat survey and report’ is required in relation to small-scale development (householder planning applications).</p> <p>The Chartered Institute of Ecology and Environmental Management (CIEEM) have produced technical guidance including: Competencies for Species Survey; Guidelines for Ecological Impact Assessment; Guidelines for Ecological Report Writing; Guidelines for Preliminary Ecological Appraisal; and Guidelines for Accessing and Using Biodiversity Data in the UK.</p>

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			<p>Natural England guidance on surveys and mitigation requirements for development projects and bats.</p> <p>Natural England 'Standing Advice' for Protected Species.</p>
39.	Retail Impact Assessment (including sequential assessment)	<p>Required for:</p> <ol style="list-style-type: none"> a. New retail floorspace* (comparison and convenience goods): <ul style="list-style-type: none"> o over 750sqm within a defined primary shopping area of a large town centre; o Between 500 and 749sqm in a defined primary shopping area of a large or small town centre; o Up to 499 sqm within the development boundary on the best sequentially available site; o Over 250sqm in any other location in the District; <p>*measured as gross external area of the building</p>	<p>A report setting out how the sequential test assessment requirements within the National Planning Policy Framework (NPPF) have been met.</p> <p>Where the sequential test is not met, the impact assessment shall fully address the requirements of the NPPF taking into account the likely impacts of the proposed development on the vitality and viability of town centres. In order to support the proposed development, mitigation measures should be set out where adverse impacts on the vitality and viability of town centres are identified</p>
40.	Section 106 Planning Obligations Statement including Draft Head(s) of Terms and undertaking to pay legal costs	<p>Required for:</p> <ol style="list-style-type: none"> a. Major applications (a major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1,000sqm or more floorspace, or development on a site having an area of 1 hectare or more) where planning obligations are required; b. any other development where it has been agreed at pre-application stage that a S106 Obligation is required or where it was known in advance of submission that a S106 Obligation would be necessary in order to secure permission. 	<p>A statement setting out draft heads of terms to be included within the S106 Obligation together with the following information:</p> <ul style="list-style-type: none"> • An undertaking to pay the reasonable costs of the Council in drafting/checking a S106 Obligation; • Title details of all those with an interest in the land in respect of which the S106 Obligation is to be made; • Contact details of the legal representative acting for the applicant/agent in relation to the S106 Obligation <p>Where it becomes apparent during the determination of an application that a S106 is required, the Council will not invalidate an application but agreement to an extension of time may be required.</p> <p>The applicant is advised to engage with other service providers, such as the County Council on: any potential planning obligation requirements (e.g. for schools and libraries); or other infrastructure, which may be provided through planning condition (e.g. fire hydrants).</p> <p>For further guidance on the County Council's potential Planning Obligation requirements please see the County Council's website: Planning obligations</p>
41.	Shadow Habitats Regulations Assessment and Appropriate Assessment	<p>Required for:</p> <ol style="list-style-type: none"> a. all Major applications which are likely to result in adverse impacts (without mitigation) to the integrity of protected habitats (European sites). (a major application is 10 or more dwellings, residential 	<p>A European site is protected by the Conservation of Habitats and Species Regulations 2017 as amended (known as the Habitats Regulations).</p> <p>The following European sites are protected by the Habitats Regulations and any proposals that could affect them will require a Shadow Habitats Regulations Assessment (sHRA):</p>

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		<p>development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1,000sqm or more floorspace, or development on a site having an area of 1 hectare or more)</p>	<ul style="list-style-type: none"> • Special Areas of Conservation (SACs) • Special Protection Areas (SPAs) <p>Any proposals affecting the following sites would also require an HRA because these are protected by government policy:</p> <ul style="list-style-type: none"> • proposed SACs • potential SPAs • Ramsar sites - wetlands of international importance (both listed and proposed) • areas secured as sites compensating for damage to a European site <p>You can locate a European site using Magic map.</p> <p>To help you decide if a development proposal might affect a land-based SSSI, SAC, SPA or Ramsar wetland, you can:</p> <ul style="list-style-type: none"> • check the SSSI Impact Risk Zones data on Magic map • download the SSSI Impact Risk Zones data from the Natural England Open Data Geoportals to use with your geographic information system software <p>Further Guidance - Habitats regulations assessments: protecting a European site</p>
42.	Statement of Community Involvement	<p>Required for:</p> <p>a. all Major applications (a major application is 10 or more dwellings, residential development on a site having an area of 0.5 hectares or more, the provision of building/s creating 1,000sqm or more floorspace, or development on a site having an area of 1 hectare or more); (Excludes all related non-material amendment applications, variation of condition proposals and condition discharges).</p>	<p>When a Statement of Community Involvement (SCI) is required this should be submitted in the form of a short report setting out how the applicant has engaged with the Local Community prior to the submission of a planning application.</p> <p>The way in which consultation is undertaken by the applicant should be proportionate to the scale of the development proposed and the likely impact that it may have on the local community.</p> <p>In most cases it would be expected that:</p> <ul style="list-style-type: none"> • The applicant shall engage with Parish/Town Councils likely to be affected by the proposal; • The applicant shall seek to make affected communities aware of the proposals (either through a combination of notices, leaflet drop, social media, press release, website) and, • where appropriate, hold a public meeting/exhibition so that people can view plans and discuss the proposals with the applicant; and • Provide an opportunity for the local community affected to provide feedback on the plans/proposals within a reasonable timeframe prior to submission of the planning application. <p>The applicant should demonstrate how the views of the Local Community have been taken into account in the preparation of the final application submission.</p>

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			<p>A copy of the Councils Statement of Community Involvement is available here for guidance on how the Council will consult members of the public and other stakeholders in the determination of planning applications.</p> <p>View Statement of Community Involvement</p>
43.	Structural Survey	<p>Required for:</p> <ul style="list-style-type: none"> a. all proposals which involve the demolition of a principal external or internal element of a listed building (i.e. a wall, a floor or roof structure or a load-bearing wall). b. all proposals which involve the demolition of all or a substantial part of a locally listed building, or a building which makes a positive contribution within a conservation area. c. all applications for barns/building conversions in the countryside. 	<p>A report to be undertaken by a qualified person setting out the structural condition of an existing building or range of buildings which are proposed to be demolished in whole or in part.</p> <p>See also need for Heritage Statement.</p> <p>In the case of conversion of barns or other buildings in the countryside the report shall set out that the existing building is structurally sound and capable of conversion without substantial rebuilding or extension and is suitable for the proposed use.</p>
44.	Telecommunications Development – Supplementary Information	<p>Required for:</p> <ul style="list-style-type: none"> a. all proposals for mast and antenna development by mobile phone network operators or by wireless broadband providers b. all proposals for radio masts/aerials above 20m in height. 	<p>Applications for mast and antenna development by mobile phone network operators should be accompanied by a range of supplementary information including the area of search, details of any consultation undertaken, details of the proposed structure, and technical justification and information about the proposed development.</p> <p>Applications should also be accompanied by a signed declaration that the equipment and installation has been designed to be in full compliance with the requirements of the radio frequency (RF) public exposure guidelines of the International Commission on Non-Ionizing Radiation Protection (ICNIRP).</p> <p>Proposals located in the countryside and/or the Area of Outstanding Natural Beauty should also consider whether the requirements for a Landscape Visual Impact Assessment are met (see separate section)</p> <p>Photomontages or visualisations should be submitted to support the application.</p> <p>Proposals for radio mast or aerials above 10m should provide a short statement setting out why the mast is required and provide as much technical information as possible about the visual appearance of the mast and any likely impact(s) on the surrounding area.</p>
45.	Tier 1 Risk Screening Assessment	<p>Required for:</p> <ul style="list-style-type: none"> a. all new development proposals involving new or extended cemetery provision anywhere in the District 	<p>A groundwater risk assessment is needed before carrying out activities that could directly or indirectly pollute groundwater.</p> <p>For cemetery extensions a basic Tier 1, risk screening assessment is required.</p> <p>Details can be found in the Environment Agency guidance document: Cemeteries and burials: groundwater risk assessments</p>

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46.	<p>Topographical Section</p> <p>Survey/Cross</p>	<p>Required for:</p> <p>a. All development proposals involving physical works on sloping sites with existing gradients steeper than 1 in 14 measured in any direction.</p>	<p>Topographical surveys and cross-sections are important tools in assessing whether proposed development would result in any adverse impacts including impacts on neighbouring amenity from overlooking, loss of daylight/sunlight or from overbearing impacts.</p> <p>A topographical survey should set out the existing ground levels across the application site and submitted plans should indicate material changes to ground levels proposed as part of development.</p> <p>Cross sections at regular intervals across the site should be provided which indicate how proposed development would be located having regard to the sloping nature of the site. Cross-sections should set out proposed changes to existing ground levels. Cross-sections should extend to show the height of proposed development in the context of neighbouring development and show finished floor levels of the proposed development.</p>
47.	<p>Transport Assessment</p>	<p>Required for all developments exceeding the thresholds set out below (all floor areas measured as gross external area):</p> <p>a. Food Retail (Class E) with a floor area greater than 800sqm;</p> <p>b. Non-Food Retail (Class E) with a floor area greater than 1,500sqm;</p> <p>c. Financial and Professional Services (Class E) with a floor area greater than 2,500sqm;</p> <p>d. Restaurants and Cafes (Class E) with a floor area greater than 2,500sqm;</p> <p>e. Drinking Establishments (Sui Generis) with a floor area greater than 600sqm;</p> <p>f. Hot Food Takeaways (Sui Generis) with a floor area greater than 500sqm;</p> <p>g. Other Offices, Research and Development or any industrial process which can be carried out in any residential area without causing detriment to the amenity of the area (Class E) with a floor area greater than 2,500sqm;</p> <p>h. General Industrial (Class B2) with a floor area greater than 4,000sqm;</p> <p>i. Storage or Distribution (Class B8) with a floor area greater than 5,000sqm;</p> <p>j. Hotels (Class C1) with more than 100 bedrooms;</p> <p>k. Residential Institutions (Class C2) - Hospitals, nursing homes used for residential accommodation and care with more than 50 beds;</p> <p>l. Residential Institutions (Class C2) - Boarding schools and training centres with more than 150 students;</p> <p>m. Residential Institutions (Class C2) - Institutional hostels, homeless centres with more than 400 residents;</p>	<p>Where new development is likely to have significant transport implications, a Transport Assessment needs to be submitted as part of any planning application.</p> <p>A Transport Assessment should be carried out by a suitably qualified person.</p> <p>Key issues to consider at the start of preparing a Transport Assessment may include:</p> <ul style="list-style-type: none"> • the planning context of the development proposal; • appropriate study parameters (i.e. area, scope and duration of study); • assessment of public transport capacity, walking/cycling capacity and road network capacity; • road trip generation and trip distribution methodologies and/ or assumptions about the development proposal; • measures to promote sustainable travel; • safety implications of development; and • mitigation measures (where applicable) – including scope and implementation strategy. <p>It is important to give appropriate consideration to the cumulative impacts arising from other committed development (i.e. development that is consented or allocated where there is a reasonable degree of certainty will proceed within the next 3 years).</p> <p>At the decision-taking stage this may require the developer to carry out an assessment of the impact of those adopted Local Plan allocations which have the potential to impact on the same sections of transport network as well as other relevant local sites benefitting from as yet unimplemented planning approval.</p> <p>For further information on preparing a Transport Assessment and for other highway information please see Travel Plans, Transport Assessments and Statements - GOV.UK (www.gov.uk)</p>

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		<ul style="list-style-type: none"> n. Dwelling Houses (Class C3) where more than 100 units are proposed o. Non-Residential Institutions (Class F1) with a floor area greater than 1,000sqm; p. Indoor sport and recreation (Class E) with a floor area greater than 1,500sqm. q. Indoor or outdoor swimming baths, skating rinks, and outdoor sports or recreations not involving motorised vehicles or firearms (Class F2) with a floor area greater than 1,500sqm 	
48.	Transport Statement	<p>Required for all developments falling within the thresholds set out below (all floor areas measured as gross external area):</p> <ul style="list-style-type: none"> a. Food Retail (Class E) with a floor area between 250sqm and 800sqm; b. Non-Food Retail (Class E) with a floor area between 800sqm and 1,500sqm; c. Financial and Professional Services (Class E) with a floor area between 1,000sqm and 2,500sqm; d. Restaurants and Cafes (Class E) with a floor area between 300sqm and 2,500sqm; e. Drinking Establishments (Sui Generis) with a floor area between 300sqm and 600sqm; f. Hot Food Takeaways (Sui Generis) with a floor area between 250sqm and 500sqm; g. Other Offices, Research and Development or any industrial process which can be carried out in any residential area without causing detriment to the amenity of the area (Class E) with a floor area between 1,500sqm and 2,500sqm; h. General Industrial (Class B2) with a floor area between 2,500sqm and 4,000sqm; i. Storage or Distribution (Class B8) with a floor area between 3,000sqm and 5,000sqm; j. Hotels (Class C1) with between 75 and 100 bedrooms; k. Residential Institutions (Class C2) - Hospitals, nursing homes used for residential accommodation and care with between 30 and 50 beds; l. Residential Institutions (Class C2) - Boarding schools and training centres with between 50 and 150 students; m. Residential Institutions (Class C2) - Institutional hostels, homeless centres with between 250 and 400 residents; n. Dwelling Houses (Class C3) where between 50 and 100 units are proposed 	<p>A Transport Statement is a simplified report which considers the key transport issues associated with the development being proposed.</p> <p>A Transport Statement should be carried out by a suitably qualified person.</p> <p>Key issues to consider at the start of preparing a Transport Statement may include:</p> <ul style="list-style-type: none"> • the planning context of the development proposal; • appropriate study parameters (i.e. area, scope and duration of study); • assessment of public transport capacity, walking/cycling capacity and road network capacity; • road trip generation and trip distribution methodologies and/ or assumptions about the development proposal; • measures to promote sustainable travel; • safety implications of development; and • mitigation measures (where applicable) – including scope and implementation strategy. <p>For further information on preparing a Transport Assessment and for other highway information please see Travel Plans, Transport Assessments and Statements - GOV.UK (www.gov.uk)</p>

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Item	Document	When Required	Guidance
		<ul style="list-style-type: none"> o. Non-Residential Institutions (Class F1) with a floor area between 500sqm and 1,000sqm; p. Indoor sport and recreation (Class E) with a floor area between 500sqm and 1,500sqm. q. Indoor or outdoor swimming baths, skating rinks, and outdoor sports or recreations not involving motorised vehicles or firearms (Class F2) with a floor area between 500sqm and 1,500sqm. 	
49.	Travel Plan	<p>Required for all developments exceeding the thresholds set out below (all floor areas measured as gross external area):</p> <ul style="list-style-type: none"> a. Food Retail (Class E) with a floor area greater than 800sqm; b. Non-Food Retail (Class E) with a floor area greater than 1,500sqm; c. Financial and Professional Services (Class E) with a floor area greater than 2,500sqm; d. Restaurants and Cafes (Class E) with a floor area greater than 2,500sqm; e. Drinking Establishments (Sui Generis) with a floor area greater than 600sqm; f. Hot Food Takeaways (Sui Generis) with a floor area greater than 500sqm; g. Other Offices, Research and Development or any industrial process which can be carried out in any residential area without causing detriment to the amenity of the area (Class E) with a floor area greater than 2,500sqm; h. General Industrial (Class B2) with a floor area greater than 4,000sqm; i. Storage or Distribution (Class B8) with a floor area greater than 5,000sqm; j. Hotels (Class C1) with more than 100 bedrooms; k. Residential Institutions (Class C2) - Hospitals, nursing homes used for residential accommodation and care with more than 50 beds; l. Residential Institutions (Class C2) - Boarding schools and training centres with more than 150 students; m. Residential Institutions (Class C2) - Institutional hostels, homeless centres with more than 400 residents; n. Dwelling Houses (Class C3) where more than 100 units are proposed o. Non-Residential Institutions (F1) with a floor area greater than 1,000sqm; 	<p>A travel plan is a document setting out a series of practical measures tailored to the specific needs of an individual, business or school, which aims to:</p> <ul style="list-style-type: none"> • Minimise the environmental impact of travel and encourage sustainable modes of travel such as walking and cycling • Help people to make better travel choices • Tackle congestion by encouraging car sharing and sustainable travel choices • Consider the health implications associated with different travel choices <p>For further guidance on making travel plans please see the following information from Norfolk County Council</p>

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		<p>p. Indoor sport and recreation (Class E) with a floor area greater than 1,500sqm.</p> <p>q. Indoor or outdoor swimming baths, skating rinks, and outdoor sports or recreations not involving motorised vehicles or firearms (Class F2) with a floor area greater than 1,500sqm.</p>	
50.	Tree survey and Arboricultural Impact Assessment	Required for any application where trees are present on site or on land adjacent to the application site and which may be affected by the proposals (either directly or indirectly).	<p>A report including plans identifying and accurately plotting all trees on the site or on adjacent land that could influence or be affected by the development (including street trees). The report shall assess the size, spread, condition and quality of these trees in accordance with BS 5837:2012 - Trees in relation to design, demolition and construction – Recommendations, or as modified by research that is more recent.</p> <p>Where trees are to be removed, these shall be identified on a plan and, where necessary, mitigation planting shall be included within landscaping proposals (see Landscape Proposals)</p> <p>Where trees are to be retained, details shall be provided of measures to protect the trees in the form of a Tree Protection Plan (TPP) and their root protection areas during construction works to BS 5837:2012.</p> <p>Where works would likely affect trees, an Arboricultural Method Statement should be submitted.</p> <p>This information should be prepared by a suitably qualified arboriculturist using the methodology contained in BS 5837: 2012 Trees in Relation to Construction – Recommendations or as modified by research that is more recent.</p>
51.	Use of artificial Intelligence in application submissions	Required for All Applications where reports or supporting information have been submitted which used artificial intelligence in the production of all or part(s) of the submission.	<p>North Norfolk District Council recognises that AI can be used to support planning application work, and that this can be done positively when it is transparently used.</p> <p>AI is technology that enables a computer or other machine to exhibit ‘intelligence’ normally associated with humans. Recent advances mean that AI can now be used to create new content in the form of text, images, videos, audio, computer code and other types of data. It can also be used to alter or enhance existing content. In such cases, AI works by drawing on existing information, usually from a large database or from the internet, to provide a response to a user’s prompts or requests.</p> <p>If you use AI to create or alter any part of your documents, information or data, you should tell us that you have done this when you provide the material to us. You should also tell us what systems or tools you have used, the source of the information that the AI system has based its content on, and what information or material the AI has been used to create or alter.</p> <p>In addition, if you have used AI, you should do the following:</p>

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			<ul style="list-style-type: none"> • Clearly label where you have used AI in the body of the content that AI has created or altered, and clearly state that AI has been used in that content in any references to it elsewhere in your documentation. • Tell us whether any images or video of people, property, objects or places have been created or altered using AI. • Tell us whether any images or video using AI has changed, augmented, or removed parts of the original image or video, and identify which parts of the image or video has been changed (such as adding or removing buildings or infrastructure within an image). • Tell us the date that you used the AI. • Declare your responsibility for the factual accuracy of the content. • Declare your use of AI is responsible and lawful. • Declare that you have appropriate permissions to disclose and share any personal information and that its use complies with data protection and copyright legislation. <p>By following this guidance, you will help North Norfolk District Council as Local Planning Authority and other people involved in the application (or any subsequent appeal) understand the origin, purpose, and accuracy of the information. This will help everyone to interpret it and understand it properly.</p>
52.	Utilities Assessment	<p>Required for:</p> <p>a. all applications proposing developments in excess of 100 dwellings; or 10,000 sqm new floor space (or an equivalent combination).</p>	<p>A Utilities Statement should include how an application connects to existing utility infrastructure systems. Most new developments require connection to existing utility services, including electricity and gas supplies, telecommunications and water supply, and also needs connection to foul and surface water drainage and disposal. It should be noted that in most circumstances surface water is not permitted to be connected to the public foul sewers.</p> <p>A foul drainage assessment should include a full assessment of the site, its location and suitability for storing, transporting and treating sewage. Where connection to the mains sewer is not practical, then the foul/non-mains drainage assessment will be required to demonstrate why the development cannot connect to the public mains sewer system and show that the alternative means of disposal are satisfactory.</p> <p>Guidance on what should be included in a non-mains drainage assessment is given in the National Planning Practice Guidance, and Building Regulations Approved Document Part H and in BS6297.</p> <p>Two planning issues arise; firstly, whether the existing services and infrastructure have sufficient capacity to accommodate the supply/service demands which would arise from the completed development; and secondly whether the provision of services on site would give rise to any environmental impacts, for example excavations in the vicinity of trees or archaeological remains.</p> <p>Utility Statements should demonstrate:</p> <p>a. That the availability of utility services has been examined and that the proposals would not result in undue stress on the delivery of those services to the wider community;</p>

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			<p>b. That proposals incorporate any utility company requirements for substations, telecommunications equipment or similar structures;</p> <p>c. That service routes have been planned to avoid as far as possible the potential for damage to trees and archaeological remains.</p> <p>d. where the development impinges on existing infrastructure the provisions for relocating or protecting that infrastructure should have been agreed with the service provider.</p>
53.	Ventilation and extraction statement	<p>Required for:</p> <p>a. All applications where any commercial kitchen extract system, air conditioning, air source heat pump, refrigeration and ventilation are proposed to be installed;</p> <p>b. All applications where any residential air source heat pump is proposed.</p>	<p>A short statement including appropriate manufacturers technical details sufficient to demonstrate that proposed equipment to be installed will not give rise to unacceptable/adverse impacts.</p> <p>Where adverse impacts are likely, sufficient mitigation should be provided to reduce the harmful effects of the proposed equipment to be installed.</p> <p>Guidance on the control of odour and noise from commercial kitchen exhaust</p>
54.	Waste and Recycling Statement	<p>Required for:</p> <p>a. all development proposals which give rise to increased demand on waste and recycling removal services, e.g. all new dwellings, new holiday accommodation, new commercial, leisure and tourism floorspace.</p>	<p>A short statement (including plans where necessary) setting out how refuse and waste associated with the proposed development is to be managed.</p> <p>The proposed refuse and waste management statement shall set out:</p> <ul style="list-style-type: none"> • General waste collection arrangements • the location and design of any proposed bin storage areas including collection points • Access Routes for refuse vehicles, turning points etc • Adequate waste provision for size of development <p>The statement should be prepared having regard to guidance produced by the Environmental Services Team - Waste and Recycling Facilities for New Developments (2018) [INSERT LINK]</p> <p>Certain waste activities may need a permit from the Environment Agency. Further advice is available from the Environment Agency.</p>