

Local Validation Checklist 2024+

Adopted 05 December 2024

Council Approval 27 November 2024

Items which are underlined in this document are hyperlinks to other parts of the document or external websites

Local List of Validation Requirements

Item	Criteria	Policy or Legal Driver	Notes for Consultation
<u>Accessibility & Adaptability Statement</u> NEW	All new residential development, <u>Major</u> and <u>Minor</u> , including conversions, mixed use development, houses in multiple occupancy and student accommodation	PfE Policy JP-H3.2 Type, Size and Design of New Housing	<p>A statement that demonstrates how the principles of Category M4(2) “Accessible and adaptable dwellings” <u>Approved Document M: access to and use of buildings, volume 1: Dwellings</u> has been taken into account in the design of the development, or how specific site conditions make compliance with the requirements of Category M4(2) impracticable</p> <p>Required to implement the PfE policy that all new dwellings must comply with M4(2) of the Building Regulations i.e. be “accessible” rather than the current standard of “visitable”</p>
<u>Air Quality Assessment</u>	<p>All <u>Major</u> Development of more than 50 dwellings (including changes of use) or that would create more than 5,000 square metres of floorspace</p> <p>All <u>Major</u> and <u>Minor</u> residential development or facilities for children (including education and play) either inside or within 50 metres of one of Bolton’s Air Quality Management Areas, as defined on the <u>Defra AQMAs Interactive</u></p> <p>All <u>Major</u> development for Class B2 Industrial Uses</p> <p>Any development proposing more than 50 car parking spaces</p>	PfE Policy JP-S5 Clean Air	<p>Criteria clarified to take account of the increased focus of Places for Everyone on Air Quality</p> <p>Informal consultation carried out with Bolton Council’s Pollution Control Officers</p>

	<p>Development involving combustion, such as power stations, biomass and incineration</p>		
<p><u>Archaeological Assessment</u></p>	<p>All <u>Major</u> Development that would result in demolition, excavation or the construction of new buildings</p> <p>All <u>Major</u> Development involving the conversion or change of use of a building formerly used by the textile industry (typically “mills”) or that would result in substantial demolition, excavation or the construction of new buildings within the curtilage of one of these buildings</p> <p>All <u>Minor</u> Development within a <u>Conservation Area</u> or within the curtilage of a <u>Listed Building</u> that would result in demolition, excavation or the construction of new buildings</p> <p>Development within 100 metres of one of Bolton’s 4 <u>Scheduled Monuments</u> (site at Arley Hall, Ringley Old Bridge, Chequerbent Embankment and a round cairn 280m west of Old Harpers Farm, Horwich) that would result in demolition, excavation or the construction of new buildings</p> <p>Cases where Archaeological Assessment has been recommended at the pre-application stage</p> <p>Alternatively, evidence can be provided that the site is not likely to be archaeologically sensitive or that the proposed development is not likely to have any</p>	<p>PfE Policy JP-P2 Heritage</p>	<p>Seeks to fulfil the requirement of NPPF paragraph 200:</p> <p>“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>impact on archaeological significance, either by written confirmation from <u>Greater Manchester Archaeological Advisory Service</u> or evidence of consultation with the <u>Historic Environment Record</u></p>		
<p><u>Biodiversity Net Gain / Justification for Exemption</u> NEW</p>	<p>All <u>Major</u> and <u>Minor</u> Development that does not benefit from one of the <u>exemptions</u> to the requirements for Biodiversity Net Gain</p> <p>Alternatively, if an exemption is claimed, the reason for the exemption must be stated on the application form and evidence provided to demonstrate the exemption</p>	<p>Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021)</p> <p>PfE Policy JP-G8 A Net Enhancement of Biodiversity</p>	<p>Seeks to fulfil the requirements of Schedule 7A</p>
<p><u>Coal Mining Risk Assessment / Statement of Exemption</u></p>	<p>All <u>Major</u> Development and <u>Minor</u> Development sited within a <u>Development High Risk Area</u> (unless it meets one of the Mining Remediation Authority's <u>exemptions</u>)</p> <p>If the development meets the above criteria but an exemption is claimed, the reason for the exemption must be provided, together with evidence that supports the reason</p>	<p>PfE Policy JP-S1 Sustainable Places</p>	<p>Clarifies the requirement as being either a Coal Mining Risk Assessment or evidence of exemption, if the site lies within the High-Risk Area</p>
<p><u>Contaminated Land Survey</u></p>	<p>All <u>Major</u> Development</p> <p>All <u>Minor</u> Development involving newbuild residential, schools or hospitals</p>	<p>PfE Policies JP-S1 Sustainable Development, JP-S4.6 Flood Risk and the Water Environment,</p>	<p>Criteria clarified to focus on sensitive uses together with developments that are of a scale capable of delivering the objective of enhancing the natural and local environment by remediating and mitigating despoiled, degraded, derelict and contaminated land</p>

	<p>Changes of use to residential, school or hospitals where the land has previously been used for industrial purposes</p> <p>Extensions to schools or hospitals</p>	<p>JP-G3.6 River Valleys and Waterways</p>	<p>Requirement is for a Phase 1 Preliminary Risk Assessment</p>
<p><u>Crime Impact Statement</u></p>	<p>Residential developments where ten or more units are created</p> <p>Office and commercial developments involving 1,000 square metres or more of floorspace</p> <p>Industrial developments and warehouses or extensions thereof involving 1,000 square metres or more of floorspace</p> <p>Change of use to licensed premises or bookmakers</p> <p>Student accommodation or houses in multiple occupation for 10 or more people</p> <p>Retail development involving 100 square metres or more of floorspace</p> <p>Hotel development or extensions thereof involving 1,000 square metres or more of floorspace</p> <p>Educational facilities or extensions thereof involving 1,000 square metres or more of floorspace</p> <p>Health facilities or extensions thereof involving 1,000 square metres or more of floorspace</p>	<p>PfE Policies JP-P1.8 Sustainable Places, JP-C8 Transport Requirements of New Development</p>	<p>List of criteria is lengthy, however the text is exactly as written on the Design For Security pages of Greater Manchester Police, except that it makes clear the requirement for a Crime Impact Statement for student accommodation and houses in multiple occupancy for 10 or more people, to bring it in line with the requirement for other forms of residential development</p>

	<p>Leisure or recreation facilities (public and private) or extensions thereof involving 1,000 square metres or more of floorspace</p> <p>Nursing homes or extensions thereof involving 1,000 square metres or more of floorspace</p> <p>Places of worship or extensions thereof involving 1,000 square metres or more of floorspace</p> <p>Transport infrastructure stations or extensions thereof involving 1,000 square metres or more of floorspace</p>		
<p><u>Ecological Assessment</u> (including Bat Surveys)</p>	<p>All <u>Major</u> Development</p> <p>Alternatively, for developments and sites where the potential for ecological impacts is low, a letter can be provided from a competent ecologist confirming that in their professional opinion, the impact on ecological considerations is likely to be very low, together with the reasons for their view</p> <p><u>Minor</u> development inside or within 50 metres of a Site of Special Scientific Interest or a Site of Biological Importance, as shown on the <u>Allocations Plan</u></p> <p><u>Minor</u> development inside or within 10 metres of a Canal, a Green Corridor or Flood Zones 2 and 3 as shown on the <u>Allocations Plan</u></p> <p>Cases where Ecological Assessment or a survey for protected species has been recommended at the pre-application stage</p>	<p>PfE Policies JP-G2 and JP-G8</p>	<p>The guidance accepts that the criteria cannot reasonably cover every eventuality, particularly for bat surveys, and recommends that pre-application advice be sought for greater certainty</p> <p>For major development on site where ecological value is low, a letter from an ecologist may suffice</p>

	Guidance is also provided on the circumstances in which a Bat Survey is likely to be required, though accepts this cannot cover every eventuality and recommends that pre-application advice is sought to resolve this.		
<u>Employment & Skills Statement</u> NEW	<p><u>Major</u> development within one of the following categories:</p> <p>25 or more dwellings</p> <p>1,500 square metres of commercial floor space (defined as E(g) Office / Light Industrial, B2 General Industrial, B8 Storage or Distribution, E(a) Retail, E(c) Financial and Professional Services)</p> <p>a mixed-use development where the thresholds above would be exceeded cumulatively</p>	PfE Policy JP-J1 Supporting Long-Term Economic Growth	<p>Added to reflect the increased focus of Places for Everyone on supporting local job growth</p> <p>Informal consultation carried out with Bolton Council's Economic Development Officers</p>
<u>Environmental Statement / Information for the purposes of a Screening Opinion</u>	<p><u>Environmental Statement:</u></p> <p>Any development falling with <u>Schedule 1</u> of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017</p> <p><u>Information sufficient to allow a Screening Opinion to be issued:</u></p> <p>Residential development for more than 150 units or on more than 5 hectares of land</p>	Town and Country Planning (Environmental Impact Assessment) Regulations 2017	Clarifies existing legislation and criteria

	<p>An urban development project for non-residential use (for example - but not limited to - offices, retail or leisure) on a site that exceeds 1 hectare</p> <p>Development for Class B2 General Industrial purposes involving new floorspace in excess of 1,000 square metres or on land exceeding 1 hectare in size</p> <p>Any other development falling within <u>Schedule 2</u> of the Environmental Impact Regulations</p>		
<u>Fire Statement</u>	Buildings that are 18 metres or more in <u>height</u> , or 7 or more storeys and contain two or more dwellings or educational accommodation	Town and Country Planning (Development Management Procedure and Section 62A Applications) (England) (Amendment) Order 2021	Whilst this is a national requirement, it is included in this consultation so that Bolton Council's approach to this issue is clear
<u>Flood Risk Assessment</u>	<p>All <u>Major</u> Development and <u>Minor</u> Development within <u>Flood Zones 2 and 3</u></p> <p>All <u>Major</u> Development and <u>Minor</u> Development in areas affected by <u>surface water flooding issues</u>, where this would introduce a <u>more vulnerable use</u>, such as residential, compared to the existing use</p> <p>All development with a site area of more than 1 hectare</p>	PfE Policy JP-S4 Flood Risk and the Water Environment	<p>Clarifies criteria as being majors and minors in river Flood Zones 2 & 3 plus defines vulnerable uses affected by surface water rain issues</p> <p>Informal consultation carried out with Bolton Council's Flood Risk Officers (Lead Local Flood Authority)</p>

<p><u>Green Belt Justification</u> NEW</p>	<p>All development within the <u>Green Belt</u></p>	<p>Section 13 of the NPPF</p> <p>(NPPF policy references will change if the proposed changes to Green Belt policy are implemented)</p> <p>PfE Policy JP-G9 The Green Belt</p> <p>Bolton Council's Allocation Plan Policy CG7AP</p>	<p>Criteria is all development in the Green Belt, though justification need only be proportionate</p> <p>Applicants are encouraged to either demonstrate that the development would not be inappropriate in terms of NPPF paras 154 & 155 or to indicate very special circumstances in terms of NPPF paras 152, 153 and 156</p> <p>Volume and floorspace calculations are recommended where these form part of the justification</p> <p>For conversions of barns or other farm buildings, a structural survey demonstrating that the building is capable of conversion should be provided</p> <p>If the proposal involves the stabling or keeping of horses for personal use, horse passports should be provided</p>
<p><u>Health Impact Assessment</u> NEW</p>	<p>All residential development, including conversions, within Bolton Town Centre or within a Renewal Area (RA1 Inner Bolton, RA2 Farnworth, RA3 Brightmet) that would result in 50 or more dwellings</p> <p>All residential development, including conversions, within one of the Outer Areas (OA1 Horwich and Blackrod, OA3 Westhoughton, OA4 West Bolton, OA5 North Bolton, OA6 Little Lever) that would result in 100 or more dwellings</p>	<p>PfE Policy P6 Health</p>	<p>Added to reflect the increased focus of Places for Everyone on improving public health</p> <p>Spatial criteria for residential development reflect the different health outcomes within different parts of Bolton</p> <p>Applicants for major residential proposals that do not meet the above criteria are encouraged to explain how their proposals would “support healthy lifestyles, including through the use of</p>

	<p>These Area Designations can be found on the <u>Allocations Map</u></p> <p>All development, including conversions, that would affect or create 5,000 or more square metres of floorspace</p>		<p>active design principles making physical activity an easy, practical and attractive choice” (Places for Everyone, Policy JP-P6) within a Design & Access Statement.</p> <p>Informal consultation carried out with Bolton Council’s Public Health Officers</p>
<u>Heritage Statement</u>	<p>All development (including house extensions and partial or total demolition) within a <u>Conservation Area</u></p> <p>All applications for <u>Listed Building Consent</u></p> <p>All applications affecting the setting of a Listed Building or a Conservation Area</p>	<p>PfE Policy JP-P2 Heritage</p> <p>Area based policies of Bolton’s Core Strategy (RAX, OAX)</p>	<p>Whilst the criteria are wide ranging, the supporting text (and the NPPF) makes it clear that the information need only be proportionate to the importance of the asset and to the impact up on it. Pre-application advice is recommended to establish the scope of the Heritage Statement</p>
<u>House Extension Justification</u> (People With Disabilities) NEW	<p>Applications for a house extension solely for the benefit of a person with disabilities, intended to provide for their improved safety, health, or comfort, and which would not normally be considered acceptable in planning terms</p>	<p>Paragraph 1.11 of Bolton Council’s <u>House Extensions SPD</u></p>	<p>Makes a disability justification a validation requirement</p> <p>Also encourages a written justification for other “borderline” proposals, though these would need to be based on planning merits rather than personal circumstances</p>
<u>Landscape Scheme / Landscape Visual Impact Assessment</u>	<p><u>Landscape Scheme</u></p> <p>All <u>Major</u> Development</p> <p>All <u>Minor</u> Development within Bolton Town Centre or within a Renewal Area (RA1 Inner Bolton, RA2 Farnworth, RA3 Brightmet) that would result in a new building</p>	<p>PfE Policy JP-S1 Sustainable Places</p> <p>Bolton’s Core Strategy RA1.16</p>	<p>Requirement is for a detailed landscape scheme and the supporting guidance sets out the expectations for this</p> <p>Proposers of development within the Green Belt or Other Protected Open Land are encouraged to seek pre-application advice to establish the scope of the Landscape Visual Impact Assessment</p>

	<p>These Area Designations can be found on the <u>Allocations Map</u></p> <p>All <u>Minor</u> Development on sites that front a Classified Road that would result in a new building</p> <p>All <u>Minor</u> Development within a <u>Conservation Area</u> that would result in a new building</p> <p><u>Landscape Visual Impact Assessment</u></p> <p>All Major Development within the Green Belt or Other Protected Open Land, as defined on the <u>Allocations Plan</u></p>		
<p><u>Levels / Sections</u> NEW</p>	<p>All <u>Major</u> Development and <u>Minor</u> Development that would result in the erection of any new buildings or extensions of buildings</p> <p>Alternatively, if an applicant is of the view that levels will not be a material consideration in the determination of their application, they may provide a written justification for this. However, if there is no justification, or if the justification is not accepted, the application is likely to be returned to you. If the justification for not providing any levels information is contained within a Planning Statement, a covering letter should make this clear.</p> <p>House Extensions, unless it would be for a rear extension at a terraced house up to four metres in length, or if a brief statement is provided confirming that there would be no variation of more than 1 metre</p>	<p>PfE Policy JP-P1 Sustainable Places</p>	<p>Requires levels details for the majors, minors and house extensions. Alternatively, confirmation can be if changes in levels are not an issue for the proposal.</p> <p>Does not apply to house extensions at the rear of terraced houses.</p>

	in relation to any property within 21 metres of the extended dwelling		
<u>Lighting Impact Assessment</u>	<p>Development with external communal areas such as parking, loading areas, amenity space with an area greater than 50 square metres</p> <p>Development for outdoor recreation and sport</p> <p>Development proposing floodlights</p> <p>Development within 10 metres of a <u>main river</u>, body of open water, <u>SSSI</u> or an <u>SBI</u></p> <p>Development within the <u>Green Belt</u></p> <p>Alternatively, written confirmation could be provided that no lighting will be installed, and a condition may be imposed to this effect</p>	PfE Policy JP-P1 Sustainable Places	Informal consultation carried out with Bolton Council's Pollution Control Officers
<u>Noise Impact Assessment</u>	<p><u>All potentially noise generating Major and Minor developments including:</u></p> <p>Class B2 Industrial</p> <p>Class B8 Storage and Distribution</p> <p>Evening economy uses such as pubs, clubs, bars, takeaways, casinos, cinemas, theatres and public performance</p>	Bolton's Core Strategy Policy CG4	<p>Attempts to clarify criteria for noise generating uses and noise sensitive uses but accepts this cannot be exhaustive, nor can relationships be easily defined and recommends seeking pre-application advice to clarify</p> <p>Informal consultation carried out with Bolton Council's Pollution Control Officers</p>

	<p>Class E(a) retail with more than 100 square metres floorspace</p> <p>Class E(d) fitness, indoor sport and recreation</p> <p>Class E(f) day nursery, creche and day centres</p> <p>Class F2(c) outdoor sport and recreation</p> <p>Other sui generis uses such as taxi business, scrap yards, minerals, vehicle breaking, waste disposal</p> <p>Information is available on the definition of the <u>Use Classes</u></p> <p>Alternatively, a robust justification and evidence could be provided to demonstrate why a Noise Impact Assessment is not necessary as there are no sensitive uses nearby that are capable of being affected by the proposed development</p> <p><u>All proposed major and minor noise sensitive development including:</u></p> <p>Residential uses, including conversion, subdivision and houses in multiple occupancy</p> <p>New schools and hospitals</p> <p>Alternatively, a robust justification and evidence could be provided to demonstrate why a Noise Impact Assessment is not necessary as there are no</p>		
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	potential noise generating uses nearby that are capable of affecting the proposed development		
<u>Odour and Fume Assessment</u>	<p>New potentially odour or fume generating developments (such as pubs, restaurants, takeaways, Class B2 industrial uses, supermarkets, vehicle paint spraying and nail bars) in the vicinity of existing sensitive uses (such as residential, schools or hospitals)</p> <p>New sensitive uses (such as residential, schools and hospitals) in the vicinity of existing odour or fume generating uses (such as pubs, restaurants, takeaways, Class B2 industrial uses, supermarkets, vehicle paint spraying and nail bars)</p> <p>Information is available on the definition of the <u>Use Classes</u></p> <p>New residential uses within an allocated Employment or Mixed-Use area, as shown on the <u>Allocations Map</u></p> <p>Mixed use proposals comprising both odour or fume generating developments generating and sensitive uses</p> <p>Proposals that would involve the use of odour or fume extractors in the vicinity of existing sensitive uses</p>	Bolton's Core Strategy Policy CG4	<p>Attempts to clarify criteria for odour generating uses (industry, cooking, vehicle related, nail bars etc) and odour sensitive uses (residential, schools etc) but accepts this cannot be exhaustive, nor can relationships be easily defined and recommends seeking pre-application advice to clarify</p> <p>Informal consultation carried out with Bolton Council's Pollution Control Officers</p>
<u>Open Space, Sports and Recreation</u>	All <u>Major</u> and <u>Minor</u> development that would result in the loss, or partial loss, of existing open space	PfE Policies JP-G6 and JP-P7	

(Needs and Opportunities Assessment)	(including informal open space), sports and recreational buildings and land (including playing fields)	Bolton's Core Strategy Policy CG1.4 NPPF paragraph 103	
<u>Planning Obligations</u>	All residential developments (including conversions) for 15 or more units	Bolton's Core Strategy Policy IPC1	<p>Criteria is all residential for 15 or more units.</p> <p>Approach requires confirmation that contributions will either be:</p> <ul style="list-style-type: none"> • Paid in full (Heads of Terms) • Paid partially (Heads of Terms) but with a viability assessment to justify the shortfall • Not paid, but with a viability assessment to justify this <p>Any other option (neither Heads of Terms nor a Viability Assessment) will result in applications being returned</p> <p>The policy guidance contained within paragraph 042 of "Making An Application" has been taken into account, however this is a clear requirement of Policy IPC1 and therefore its inclusion is considered to be justified</p>
<u>Planning Statement</u> NEW	<ul style="list-style-type: none"> • All <u>Major</u> Development • Development that is not in accordance with the Development Plan (Departures) • Cases where a Planning Statement has been recommended at the pre-application stage 	NPPF Paras 41 to 43 Bolton Council's Statement of Community Involvement	Requirement is for a statement covering (as a minimum) policy context, validation requirements, recommendations adopted, community involvement, pre-application engagement and the planning history of the site

	Whilst Planning Statements are not compulsory for <u>minor</u> developments or for house extensions, the supporting guidance still strongly recommends their use in the interests of efficiency and avoiding delay		
<u>Public Art</u>	<p><u>Major</u> Development on sites with an area of 1 hectare or more</p> <p><u>Major</u> Development, including conversions, involving more than 2,500 square metres of floorspace (individually or cumulatively)</p> <p><u>Major</u> Development, including conversions, that would result in 50 dwellings or more, unless it can be demonstrated that the cumulative floorspace would not exceed 2,500 square metres</p>	Bolton's Core Strategy Policy IPC1	Criteria are as set out in Policy IPC1
<u>Residential Standards Statement / NDSS Compliance</u> NEW	All <u>Major</u> and <u>Minor</u> residential development, including conversions, changes of use and mixed-use development	PfE Policy JP-H3.1 Type, Size and Design of New Housing	Requires evidence of compliance with national minimum space standards, together with evidence of how this has been worked out and a schedule of unit sizes
<u>Self-build / Custom House Building Statement</u>	Applications where the box for "Self-build and Custom Build" has been ticked within the "Residential/Dwelling Units" section of the application form, or an exemption from planning requirements is claimed on this basis	<p>Self-build and Custom Housebuilding Act 2015</p> <p>Schedule 7A of the Town and Country Planning Act 1990 (as inserted by Schedule 14 of the Environment Act 2021).</p>	<p>The statement should contain:</p> <ul style="list-style-type: none"> • the name and address of individual or the association • the name and address (if different from that of the association) of the lead contact • the number of serviced plots of land in the application site which are proposed for self-build or custom housing.

			<ul style="list-style-type: none"> evidence that confirms that the property will meet the definition of self or custom housebuilding
<u>Sustainability, Carbon & Energy Statement</u>	<p>All <u>Major</u> and <u>Minor</u> development that creates new floorspace</p> <p>All changes of use that create new dwellings, either by conversion or subdivision</p>	PfE Policy JP-S2	<p>Requirement is for one of the following:</p> <ul style="list-style-type: none"> a Carbon and Energy Statement that demonstrates how PfE Policies JP-S2 and S3 have been complied with, or a robust justification as to why it is not practicable to comply with the requirements of PfE Policies JP-S2 and S3, or a Viability Assessment that demonstrates why it is not possible to comply with the requirements of PfE Policy JP-S2, together with confirmation that the Applicant is in principle (subject to a quote) willing to meet the costs of the Viability Assessment being tested by a third party <p>Applications that meet the criteria but do not contain one of the above elements will be treated as invalid, as will applications that seek to reserve the majority of consideration of these issues to the Building Regulations stage.</p>
<u>Sustainable Drainage System and Maintenance Strategy</u>	<p>All <u>Major</u> Development</p> <p>All <u>Minor</u> Development within <u>Flood Zones 2 and 3</u></p>	Core Strategy Policy CG2.2(c)	Informal consultation carried out with Bolton Council's Flood Risk Officers (Lead Local Flood Authority)

	All <u>Minor</u> Development for 5 dwellings or more or creating 500 square metres or more new floorspace (Policy CG2.2(c), Bolton's Core Strategy)	PfE Policy JP-S4	Policy CG2.2(c) of Bolton's Core Strategy has not been replaced by Places for Everyone
<u>Telecommunications Development</u>	All proposals for telecommunications development, including Prior Notification applications under Part 24 of the Schedule 2 of the Town & Country Planning (General Permitted Development) Order 1995 (as amended)	PfE Policy JP-C2: Digital Connectivity	Requires evidence of compliance with ICNIRP, site selection, consultation etc
<u>Town Centre Uses – Sequential Assessment / Impact Assessment</u>	<p><u>Sequential Assessment</u></p> <p>All developments (including changes of use) for a <u>Main Town Centre Use</u> that involve more than 250 square metres of floor space (including ancillary storage etc.) and are proposed outside of any of Bolton's allocated Shopping Areas (Bolton Town Centre, Local Town Centres, District Centres, Local Shopping Centres) as defined on the <u>Allocations Plan</u></p> <p><u>Impact Assessment</u></p> <p>All developments (including changes of use) for a retail or leisure use that involve more than 2,500 square metres of floor space (including ancillary storage etc.) and are proposed outside of any of Bolton's allocated Shopping Areas (Bolton Town Centre, Local Town Centres, District Centres, Local Shopping Centres) as defined on the <u>Allocations Plan</u></p>	NPPF Paras 90 to 95	Setting a threshold of 250 square metres allows for small changes of use to be submitted without a Sequential Assessment being required – on the basis that impact on the vitality and viability of allocated shopping centres is likely to be very low

<p><u>Transport Assessments, Transport Statements and Travel Plans</u></p>	<p>Detailed guidance contains thresholds for Transport Statements, Transport Assessments and Travel Plans as set out within the adopted <u>Accessibility, Transport and Safety SPD</u>, updated for the 2020 changes to the Use Classes Order. Note that the thresholds apply equally to new buildings, conversions and extensions</p>	<p>PfE Policy JP-C8 Transport Requirements of New Development</p>	<p>Informal consultation carried out with Bolton Council's Highway Engineers</p> <p>The thresholds for this requirement have already been adopted within the SPD</p>
<p><u>Tree Surveys</u></p> <p>Arboricultural Impact Assessment</p> <p>Tree Constraints Plan</p> <p>Tree Protection Plan</p> <p>Mitigation Planting Plan Method Statements</p>	<p>All development (including house extensions) where there are trees within the site or within 10 metres of the red edge of the site) with a stem diameter of greater than 75mm when measured at 1.5 metres above ground level</p> <p>All development (including house extensions) where there are hedges within the site</p> <p>Allows for the option of providing a letter from an Arborist confirming that there are no trees of merit within or near the site</p>	<p>PfE Policy JP-G7 Trees and Woodland</p>	<p>Takes account of the "2 for 1" principle of PfE Policy JP-G7 Trees and Woodland</p> <p>Notes that even though some forms of development may not directly impact upon trees (for example minor works to the elevation of a building), it is still necessary to consider the indirect impact on trees caused by activities during the construction period whilst the works are being carried out – for examples, vehicle movements, storage of materials, cabins etc</p>

As well as the information requirements listed above and in the interests of providing an efficient service to all Applicants, it is also our intention to **decline to validate** applications that do not follow this guidance:

- If supporting documents contain personal or sensitive information, two versions of the same document should be provided - a redacted copy should be provided for publication on the Council's website together with an unredacted copy that would be dealt with as "sensitive". Elements that should be considered personal or sensitive include:
 - signatures
 - personal email addresses (i.e. addresses that are not company or corporate email addresses)
 - personal telephone numbers
 - references to payments or financial transactions (other than in Viability Statements)
- All files uploaded to the Planning Portal to be named with the description of the document first i.e. "**Site Location Plan** 22 Acacia Avenue Bolton DWG 01-99-99-99-xx-01 rev D" is acceptable but "DWG 01-99-99-99-xx-01 rev D 22 Acacia Avenue Bolton **Site Location Plan**" is not acceptable. All such documents are displayed on the Council's website and members of the public and other interested parties need to be able to easily locate the plans and documents that they wish to view
- All plans and drawings must be accurately drawn, using a conventional metric scale such as 1:50 or 1:100, and must be drawn true to the stated scale(s). Plans/drawings should include a scale bar or dimensions and must not contain disclaimers such as 'not to scale' and 'do not scale' (with the exception of perspective drawings)
- All elevations of proposed development must be shown, with corresponding existing elevation drawings. For applications that propose no changes to any elevations, and clearly state that this is the case, elevation drawings are not required
- Measured dimensions on the floor plans and elevation drawings should be included
- Where there are residential properties within 25 metres of any proposed new building, the relevant window to window or window to elevation interfaces should be shown
- Each plan/drawing should have a title box stating: the address and proposal; the title of the drawing (for example 'existing rear elevation, proposed floor plan'); and the date, scale of the drawing and the drawing number, with revisions clearly identified
- Every plan based upon Ordnance Survey maps must have the appropriate Ordnance Survey copyright notice

- Files that exceed the size limit imposed by the Planning Portal should be reduced in size or separated into appropriate parts. If this is not possible, large documents can be provided using WeTransfer, email address is planning.control@bolton.gov.uk

The following elements have been removed from the January 2023 version of the Checklist

Highway Structures

This element has been moved to the general requirement to provide sufficient contextual information on the plans

Horse Passports

This element now forms one of the suggestions as to how development within the Green Belt could potentially be justified

Public Rights of Way

This element has been moved to the general requirement to provide sufficient contextual information on the plans

Refuse Disposal Details

This element has been moved to the general requirement to provide sufficient contextual information on the plans

Septic Tank Justification

This element now forms one of the suggestions as to what information should be provided for a residential development within the Green Belt

Structural Survey

This element now forms one of the suggestions as to how development within the Green Belt could potentially be justified

It is also included in the suggested information that could be required within a Heritage Statement

The following elements have been added since the January 2023 version of the Checklist

Accessibility and Adaptability Statement

Required to implement the PfE policy that all new dwellings must comply with M4(2) of the Building Regulations i.e. be “accessible” rather than the current standard of “visitable”

Biodiversity Net Gain / Justification for Exemption

Required to implement Schedule 7A of the Town and Country Planning Act 1990 as inserted by Schedule 14 of the Environment Act 2021, together with PfE Policy JP-G8

Employment and Skills Statement

Added to reflect the increased focus of Places for Everyone on supporting local job growth, in particular the local labour and training agreements referred to in Policy JP-J1

Green Belt Justification

Added to reduce delays in the determination of this type of application

Health Impact Assessment

Added to reflect the increased focus of Places for Everyone on improving public health, in particular PfE Policy P6 Health

House Extension Justification (People With Disabilities)

Added so that departures from the House Extensions SPD are properly justified

Levels / Sections

Added in the interests of appropriate detail and accuracy

Planning Statement

Added to improve efficiency in the determination of major planning application and to assist in community involvement

Residential Standards Statement

Added as these standards are compulsory in PfE Policy JP-H3.1

Appendix

**Detailed Information, Policy Extracts and
Additional Guidance**

Accessibility & Adaptability Statement

When Required

- All Major Development and Minor Residential Development, including conversions, mixed use development, houses in multiple occupancy and student accommodation. One unit or more.

Requirement

If the development falls within the criteria above, an Accessibility & Adaptability Statement will be required in order for the application to be validated. The Accessibility & Adaptability Statement should demonstrate how:

- The principles of Category M4(2) “Accessible and adaptable dwellings” Approved Document M: access to and use of buildings, volume 1: Dwellings has been taken into account in the design of the development, or
- How specific site conditions make compliance with the requirements of Category M4(2) impracticable.

The statement will need to engage with the principles of M4(2). It should be structured under the headings of Access to Dwelling, Parking, Entrance, Circulation, Bedrooms, Sanitary Facilities, Bathrooms and should demonstrate that the author of the statement is familiar with the requirements of M4(2) in terms of these issues. Statements which seek to reserve all consideration of this issue to a later stage will not be accepted.

If the information required by the statement is instead contained within a Planning Statement, a covering letter should make this clear.

In order to comply with Places For Everyone Policy JP-H3: Type, Size and Design of New Housing, a condition will be imposed in the majority of circumstances, requiring that no above ground works shall take place until written confirmation from the appointed building control body has been submitted and approved

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

- Non-residential Development

Policy

Places for Everyone – Policy JP-H3.2 Type, Size and Design of New Housing states that all new dwellings must be built to the accessible and adaptable standard in Part M4(2) of the Building Regulations unless specific site conditions make this impracticable.

National Planning Policy Framework – Paragraph 135(f) states that planning decisions should ensure that developments create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users.

Guidance

Planning Practice Guidance – Housing: Technical Standards

National Design Guide

Approved Document M - Access to and use of buildings

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Air Quality Assessment

When Required

- All Major Development of more than 50 dwellings (including changes of use) or that would create more than 5,000 square metres of floorspace
- All Major and Minor residential development or facilities for children (including education and play) either inside or within 50 metres of one of Bolton's Air Quality Management Areas, as defined on the [Defra AQMAs Interactive Map](#)
- All Major development for Class B2 Industrial Uses
- Any development proposing more than 50 car parking spaces
- Development involving combustion, such as power stations, biomass and incineration

Requirement

If the development falls within the criteria above, an Air Quality Assessment will be required in order for the application to be validated. This is likely to require specialist advice, and your consultant will need to take account of the guidance below.

An Air Quality Assessment should:

- Demonstrate that future occupants of the residential development would not be at risk of harm due to poor air quality and how any residual risks would be mitigated
- Demonstrate that the development would not exacerbate any existing air quality issues and how any residual risks would be mitigated

Note that any development inside or within 50 metres of one of Bolton's Air Quality Management Areas will also require the submission of a Transport Statement, unless it can be clearly demonstrated that the impact on vehicle movements would be zero.

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Places for Everyone – Objective 7 of Places for Everyone includes promoting sustainable patterns of development that minimise the need to travel and contribute to cleaner air. Objective 10 seeks to promote the health and wellbeing of communities by reducing the health impacts of air pollution through accessibility of sustainable travel such as public transport, cycling and walking.

Paragraphs 5.40 and 5.41 note that air pollution has a significant effect on public health, and poor air quality is the largest environment risk to human health in the UK. Epidemiological studies have shown that long-term exposure to air pollution (over years or lifetimes) reduces life expectancy, mainly due to cardiovascular and respiratory diseases and lung cancer. Short-term exposure (over hours or days) to elevated levels of air pollution can also cause a range of health impacts, including effects on lung function, exacerbation of asthma, increases in respiratory and cardiovascular hospital admissions and mortality. The youngest, older people and those with existing health conditions are most likely to be affected by exposure to air pollution. Without action, it has been estimated that the health and social care costs of air pollution in England could reach £5.3 billion by 2035, primarily due to fine particulates. In Greater Manchester alone, exposure to fine particulates at current levels is estimated to contribute to around 1,200 deaths per annum. In addition to the direct human impacts, air pollution also harms the natural environment, adversely impacting on biodiversity, crop yields and the quality of water bodies. As cities compete to attract skilled workers, clean air may become an increasingly important differentiating factor.

For the above reasons, Policy JP-S5 Clean Air states that a comprehensive range of measures will be taken to support improvements in air quality, focusing particularly on locations where people live, where children learn and play, where there are impacts on the green infrastructure network and where air quality targets are not being met, including

- Locating and designing development, and focusing transport investment, so as to reduce reliance on forms of transport that generate air pollution.
- Determining planning applications having regard to the most recent development and planning control guidance published jointly by the Institute of Air Quality Management (IAQM) and Environmental Protection UK (EPUK), and the most recent IAQM Guidance on the

Assessment of Dust from Demolition and Construction, or relevant successor guidance, including the requirement for developers to submit construction management plans as appropriate.

- Requiring applications for developments that could have an adverse impact on air quality to submit relevant air pollution data so that adverse impacts on air quality can be fully assessed and development only permitted where they are acceptable and/or suitable mitigation can be provided.
- Restricting developments that would generate significant point source pollution such as some types of industrial activity and energy generation.
- Significantly expanding the existing commercial network of electric vehicle charging points, both for public and private use, including as part of new developments.
- Implementing the Clean Air Plan and associated measures.
- Facilitating the more sustainable distribution of goods within the urban area, including through accommodating urban consolidation centres and urban distribution centres that use ultra-low-emission vehicles, and local delivery facilities to reduce repeat delivery attempts.
- Designing streets to avoid trapping air pollution at ground level, including through the appropriate location and scale of buildings and trees.
- Controlling traffic and parking within and around schools, early years sites and other locations that are particularly sensitive to air quality.
- Promoting actions that help remove pollutants from the air, such as enhancing the green infrastructure network and using innovative building materials that capture air pollutants; and
- Development should be located in areas that maximise the use of sustainable travel modes and be designed to minimise exposure to high levels of air pollution, particularly for vulnerable users.

National Planning Policy Framework – Paragraph 109 states that the planning system focus significant development on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes in order to reduce congestion and

emissions and improve air quality and public health. Paragraph 180 states that planning decisions should contribute to and enhance the natural and local environment by preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels air pollution. Development should, wherever possible, help to improve local environmental conditions such as air quality.

Guidance

Planning Practice Guidance – Air Quality

Institute of Air Quality Management – Planning Guidance

Bolton Council – Air Quality

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Archaeological Assessment / Written Scheme of Investigation

When Required

- All Major Development that would result in demolition, excavation or the construction of new buildings
- All Major Development involving the conversion or change of use of a building formerly used by the textile industry (typically “mills”) or that would result in substantial demolition, excavation or the construction of new buildings within the curtilage of one of these buildings
- All Minor Development within a Conservation Area or within the curtilage of a Listed Building that would result in demolition, excavation or the construction of new buildings
- Development within 100 metres of one of Bolton’s 4 Scheduled Monuments (site at Arley Hall, Ringley Old Bridge, Chequerbent Embankment and a round cairn 280m west of Old Harpers Farm, Horwich) that would result in demolition, excavation or the construction of new buildings
- Cases where Archaeological Assessment has been recommended at the pre-application stage

Alternatively, evidence can be provided that the site is not likely to be archaeologically sensitive or that the proposed development is not likely to have any impact on archaeological significance, either by written confirmation from Greater Manchester Archaeological Advisory Service or evidence of consultation with the Historic Environment Record

Paragraph 200 of the National Planning Policy Framework states that “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”.

National policy therefore makes it clear that an applicant needs to provide information relating to the significance of the affected heritage asset together with information relating to the impact of the proposals on the affected asset, but that this information should be proportionate relative to the importance of the asset and to the impact on the asset.

Requirement

If the development falls within the criteria above, a Written Scheme of Investigation will be required in order for the application to be validated. The Written Scheme of Investigation should be carried out by a competent professional and should follow standards and guidance from the Chartered Institute for Archaeologists

Policy

Places for Everyone – Objective 4 of Places for Everyone seeks to (amongst other things) enhance Greater Manchester's heritage assets.

Policy JP-P2 of Places for Everyone states that the Local Planning Authorities will proactively manage and work with partners to positively conserve, sustain and enhance the historic environment and heritage assets and their settings. Opportunities will be pursued to aid the promotion, enjoyment, understanding and interpretation of heritage assets, as a means of maximising wider public benefits and reinforcing Greater Manchester's distinct character, identity and sense of place. This will be achieved by (amongst other things)

- ensuring that the heritage significance of a site or area is considered in accordance with national planning policy in the planning and design process and opportunities for interpretation and local engagement are optimised
- integrating the conservation and enhancement of heritage assets and their settings, with creative contextual architectural responses that contribute to their significance and sense of place
- Delivering positive benefits that sustain and enhance the historic environment, as well as contributing to the economic viability, accessibility and environmental quality of a place, and to social wellbeing
- Exploring opportunities to reduce greenhouse gas emissions that restoration of historic buildings offer

Particular consideration will be given to ensure that the significance of key elements of the historic environment which contribute to Greater Manchester's distinctive identity and sense of place are protected from harm. These include historic town centres, places of worship, historic

transport routes including the canal network, industrial buildings and structures including textile mills, farmsteads and other sites, buildings, and areas of identified archaeological, architectural, artistic and/or historic value. Development proposals affecting designated and non-designated heritage assets and/or their settings will be considered having regard to national planning policy. Development proposals which will help safeguard the significance of and secure a sustainable future for Greater Manchester's heritage at risk will be supported in principle.

Proposals should be informed, as necessary, by the findings and recommendations of the appropriate heritage assessments in the development plan evidence base and/or any updated heritage assessment submitted as part of the planning application process.

Bolton's Core Strategy – the area-based policies RA1, RA2, RA3, OA1, OA3, OA4, OA5 and OA6 contain references to heritage considerations relevant to those specific areas.

The Building Bolton SPD contains detailed guidance on how the character areas of Bolton town centre have developed over the centuries. It also identifies the buildings of high distinctiveness.

National Planning Policy Framework – applicants and their agents are encouraged to carefully read paragraphs 200 to 214 of the NPPF.

Guidance

Planning Practice Guidance – Historic Environment

Historic England – Current guidance and advice

Historic England - National Heritage List for England (Listed Buildings, Scheduled Monuments, Registered Parks and Gardens)

Bolton Council – Conservation Areas

Bolton Council – Listed Buildings

Greater Manchester Archaeological Advisory Service - Homepage

Greater Manchester Archaeological Advisory Service - Archaeology and Planning

Historic Environment Record

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Biodiversity Net Gain Assessment / Justification for Exemption

When Required

- All Major and Minor Development that does not benefit from one of the exemptions to the requirements for Biodiversity Net Gain
- Alternatively, if an exemption is claimed, the reason for the exemption must be stated on the application form and evidence provided to demonstrate the exemption

Applications that claim an exemption but do provide sufficient evidence to support the exemption will be returned as invalid.

Requirement

If the development falls within the criteria above, a Biodiversity Net Gain Assessment will be required in order for the application to be validated. The assessment should contain:

- confirmation that the applicant believes that planning permission, if granted, the development would be subject to the biodiversity gain condition
- the pre-development biodiversity value(s), either on the date of application or earlier proposed date (as appropriate)
- where the applicant proposes to use an earlier date, this proposed earlier date and the reasons for proposing that date
- the completed metric calculation tool showing the calculations of the pre-development biodiversity value of the onsite habitat on the date of application (or proposed earlier date) including the publication date of the biodiversity metric used to calculate that value
- a statement whether activities have been carried out prior to the date of application (or earlier proposed date), that result in loss of onsite biodiversity value ('degradation'), and where they have:
 - a statement to the effect that these activities have been carried out
 - the date immediately before these activities were carried out
 - the pre-development biodiversity value of the onsite habitat on this date
 - the completed metric calculation tool showing the calculations, and
 - any available supporting evidence of this
- a description of any irreplaceable habitat (as set out in column 1 of the Schedule to the Biodiversity Gain Requirements (Irreplaceable Habitat) Regulations 2024) on the land to which the application relates, that exists on the date of application, (or an earlier date), and

- plan(s), drawn to an identified scale and showing the direction of North, showing onsite habitat existing on the date of application (or earlier proposed date), including any irreplaceable habitat (if applicable)
- UK Hab map
- Draft Biodiversity Gain plan

Not Required

There are a number of exemptions to the Biodiversity Net Gain requirement, however some common exemptions are:

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse
- Development subject to the de minimis exemption. Development that does not impact a priority habitat and impacts less than 25 square metres (e.g. 5m by 5m) of onsite habitat, or 5 metres of linear habitats such as hedgerows.
- Development which is undertaken solely or mainly for the purpose of fulfilling, in whole or in part, the biodiversity gain condition which applies in relation to another development.

Sufficient evidence must be provided to demonstrate any exemption.

Policy

The delivery of 10% Biodiversity Net Gain at developments that do not benefit from one of the exemptions is a legal requirement, irrespective of any planning policy considerations. However, the legal requirement does not override the statutory duty to determine applications in accordance with policies within the development plans, unless material considerations indicate otherwise. Therefore, policies and practice guidance that relate to biodiversity remain relevant.

Places for Everyone – Objective 8 seeks to improve the quality of the natural environment and enhance biodiversity.

Policy JP-G8 seeks a net enhancement of biodiversity resources by expecting development to follow the mitigation hierarchy of:

- Avoiding significant harm to biodiversity, particularly where it is irreplaceable, through consideration of alternative sites with less harmful impacts, then
- Adequately mitigating any harm to biodiversity, then
- Adequately compensating for any remaining harm to biodiversity
- Avoiding fragmenting or severing connectivity between habitats

- Achieving a measurable net gain in biodiversity of no less than 10%
- Making appropriate provision for long-term management of habitats and geological features connected to the development

Development proposals should be informed by the findings and recommendations of the appropriate biodiversity/ecological assessments in the PfE evidence base and/or any updated or appropriate biodiversity/ecological assessments submitted as part of the planning application process.

National Planning Policy Framework – Paragraph 180 states that planning decisions should contribute and enhance the natural and local environment by (amongst other things) minimising impacts on and providing net gains for biodiversity.

Paragraph 186(a) states that if significant harm to biodiversity resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused.

Paragraph 186(d) states that opportunities to improve biodiversity in and around developments should be integrated as part of their design, especially where this can secure measurable net gains for biodiversity.

Guidance

Planning Practice Guidance – Biodiversity Net Gain

Planning Portal – Biodiversity Net Gain guidance

Greater Manchester Combined Authority - Biodiversity Net Gain guidance

Greater Manchester Ecological Unit – Ecological searches

UK Habitat Classification

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Coal Mining Risk Assessment / Statement of Exemption

When Required

- All Major Development and Minor Development sited within a Development High Risk Area (unless it meets one of the exemptions)
- If the development meets the above criteria but an exemption is claimed, the reason for the exemption must be provided, together with evidence that supports the reason

You can find out whether your site lies within a Development High Risk Area by using the [Coal Authority Interactive Map](#)

Requirement

If any part of the application site falls within a Development High Risk Area and does not meet one of the exemptions published by the Mining Remediation Authority, a Coal Mining Risk Assessment will be required in order for the application to be validated. This is likely to require specialist advice, and your consultant will need to take account of the guidance below.

A Coal Mining Risk Assessment should follow the guidance published by the [Mining Remediation Authority](#).

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse
- Other exemptions listed by the Mining Remediation Authority. If you are proposing major or minor development within a Development High Risk Area but intend to rely on one of the listed exemptions, a brief statement is required entitled “Coal Mining Risk Exemption”, explaining your reasoning for relying on the exemption

Policy

Places for Everyone – Policy JP-S1 Sustainable Places states that in bringing forward previously developed sites for development, particular attention will be paid to tackling land stability.

National Planning Policy Framework – Paragraph 180 (e&f) states that planning decisions should contribute to and enhance the natural and local environment by preventing new and existing development from being put at unacceptable risk from, or being adversely affected by, land instability. and by remediating and mitigating unstable land, where appropriate. Paragraph 189 states that planning decisions should ensure that:

(a) a site is suitable for its proposed use taking account of ground conditions and any risks arising from land instability and contamination. This includes risks arising from natural hazards or former activities such as mining, and any proposals for mitigation including land remediation (as well as potential impacts on the natural environment arising from that remediation).

Paragraph 190 states that where a site is affected by land stability issues, responsibility for securing a safe development rests with the developer and/or landowner.

Guidance

Planning Practice Guidance – Land Stability

The Mining Remediation Authority - Planning applications and Coal Mining Risk Assessments

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Contaminated Land – Preliminary Risk Assessment

When Required

- All Major Development
- All Minor Development involving newbuild residential, schools or hospitals
- Changes of use to residential, school or hospitals where the land has previously been used for industrial purposes
- Extensions to schools or hospitals

Requirement

If the development falls within the criteria above, a Preliminary Risk Assessment will be required in order for the application to be validated. This is likely to require specialist advice, and your consultant will need to take account of the guidance below.

A Preliminary Risk Assessment should contain:

- Desk top study
- Site reconnaissance
- Conceptual model and preliminary risk assessment
- Recommendations for further investigation

The desk top study comprises a search of available information and historical maps which can be used to identify the likelihood of contamination. A site reconnaissance is conducted to identify any significant issues. Using the information gathered, a conceptual model of the site is constructed. This involves an assessment of the potential contaminants (source), who or what could be exposed to, and be adversely affected by, the contaminants e.g. people, property, water bodies (receptor) together with the linkages between the two (pathway). A preliminary risk assessment is then carried out in which the potential for unacceptable risk is analysed. The Preliminary Risk Assessment will conclude with a recommendation on the need for intrusive investigation and assessment i.e. a Phase II Site Investigation Report.

Phase 1 reports should be carried out by or under the direction of a suitably qualified competent person who would normally be expected to be a chartered member of an appropriate professional body. Commercial searches, such as those provided on the internet, are not sufficient to satisfy the requirements of a Phase 1 Report.

Preliminary Risk Assessments should be conducted in accordance with guidance contained at Land Contamination Risk Management

Developers should contact the Environment Agency for pre-application advice where there may be a risk to Controlled Waters from historic land uses.

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Places for Everyone – Objectives 2 and 3 prioritise the use of brownfield land, particularly for housing – this means that it will be necessary to ensure that the land is suitable for the proposed use

Policy JP-S1 Sustainable Development states that in bringing forward previously developed sites for development, particular attention will be paid to tackling land contamination, ensuring that appropriate mitigation and remediation is implemented to enable sites to be brought back into use effectively. Policy JP-S4.6 Flood Risk and the Water Environment recognises the importance of securing the remediation of contaminated land and the careful design of developments to minimise the potential for urban diffuse pollution to affect the water environment. Policy JP-G3.6 River Valleys and Waterways states that water quality will be improved, including through land decontamination.

Bolton's Core Strategy – Policy CG4 states that the Council will ensure that development proposals on land that is (or is suspected to be) affected by contamination must include an assessment of the extent of the issues and any possible risks. Development will only be permitted where the land is, or is made, suitable for the proposed use.

National Planning Policy Framework – Paragraph 180(f) states that planning decisions should contribute to and enhance the natural and local environment by remediating and mitigating despoiled, degraded, derelict and contaminated land, where appropriate. Paragraph 189 states that planning decisions should ensure that:

(a) a site is suitable for its proposed use taking account of ground conditions and any risks arising from land instability and contamination. This includes risks arising from natural hazards or former activities such as mining, and any proposals for mitigation including land remediation (as well as potential impacts on the natural environment arising from that remediation).

(b) after remediation, as a minimum, land should not be capable of being determined as contaminated land under Part IIA of the Environmental Protection Act 1990; and

(c) adequate site investigation information, prepared by a competent person, is available to inform these assessments.

Paragraph 190 states that where a site is affected by contamination or land stability issues, responsibility for securing a safe development rests with the developer and/or landowner.

Guidance

Planning Practice Guidance – Land Affected By Contamination

CL:AIRE – Leading Sustainable Land Reuse

Environment Agency - Land Contamination Risk Management

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Crime Impact Statement

When Required

All criteria relate to both newbuild and conversions.

- residential developments where ten or more units are created
- office and commercial developments involving 1,000 square metres or more of floorspace
- industrial developments and warehouses or extensions thereof involving 1,000 square metres or more of floorspace
- change of use to licensed premises or bookmakers
- student accommodation or houses in multiple occupation for 10 or more people
- retail development involving 100 square metres or more of floorspace
- hotel development or extensions thereof involving 1,000 square metres or more of floorspace
- educational facilities or extensions thereof involving 1,000 square metres or more of floorspace
- health facilities or extensions thereof involving 1,000 square metres or more of floorspace
- leisure or recreation facilities (public and private) or extensions thereof involving 1,000 square metres or more of floorspace
- nursing homes or extensions thereof involving 1,000 square metres or more of floorspace
- places of worship or extensions thereof involving 1,000 square metres or more of floorspace
- transport infrastructure stations or extensions thereof involving 1,000 square metres or more of floorspace

Requirement

If the development falls within the criteria above, a Crime Impact Statement will be required in order for the application to be validated. The Crime Impact Statement should demonstrate how the development will achieve an appropriate standard of security, based on the principles of Secured by Design and should:

- be produced by a competent individual/organisation that is independent of the design process
- include current crime data as a basis for assessing potential risk
- assess the development proposals in terms of their likely effect on crime and disorder in the area

- identify design solutions based on analysis of the development context and the crime issues in the area that will reduce the development's vulnerability to crime

Any recommendations contained within the Crime Impact Statement should be clearly implemented on the plans. We recommend that any Design & Access Statement or similar should contain a section relating to Crime and, for each recommendation made by the CIS, a brief comment should be made explaining how this recommendation has been incorporated within the proposals or a robust justification provided as to why it has not been implemented.

The author of a CIS should:

- be accredited through the National Policing Improvement Agency
- have access to up-to-date raw crime data material pertinent to the proposed scheme e.g. individual site analysis and experience of similar developments
- have a facility to protect and secure the storage of sensitive crime data information (such as that used by solicitors)
- contact other specialist police departments e.g. GMP emergency planning, GMP counter terrorism unit etc. for those schemes requiring additional specialist advice
- be able to demonstrate continuing crime prevention CPD

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Section 17 of the Crime and Disorder Act 1998 requires all local authorities to exercise their functions with due regard to their likely effect on crime and disorder, and to do all they reasonably can to prevent crime and disorder. The prevention of crime and the enhancement of community safety are therefore material considerations that a local authority should take into account when exercising its planning functions under Town and Country Planning legislation.

Bolton's Core Strategy – Strategic Objective 9 of Bolton's Core Strategy aims to reduce crime and the fear of crime by ensuring that neighbourhoods are attractive and well-designed

Places for Everyone – Paragraphs 1.2 and 9.7 of Places for Everyone notes that the development plan is based on the ambitions of the Greater Manchester Strategy, one of which is the delivery of safe, secure housing in inclusive and diverse communities.

Paragraph 1.39 states the plan sets out the aspirations for local neighbourhoods –inclusive, well designed, resilient, safe and well served by local services.

Policy JP-P1.8 Sustainable Places states that the local planning authority will expect new developments to be safe, including by designing out crime and terrorism, reducing opportunities for anti-social behaviour and by ensuring that developments make appropriate provision for response and evacuation in the case of an emergency or disaster.

Policy JP-C8 Transport Requirements of New Development requires new development to be located and designed to enable and encourage walking, cycling and public transport use, to reduce the negative effects of car dependency, and help deliver high quality, attractive, liveable and sustainable environments by ensuring that the layout, design and landscaping of development prioritises the provision of safe, secure and attractive access to local services and facilities for pedestrians, cyclists and people with a disability.

National Planning Policy Framework – paragraph 96b and 135 states that planning decisions should aim to achieve inclusive and safe places and buildings with a high standard of amenity for existing and future users so that crime and disorder, and the fear of crime, do not undermine the quality of life, community cohesion or resilience– for example through the use of beautiful, well-designed, clear and legible pedestrian and cycle routes, and high quality public space, which encourage the active and continual use of public areas

Guidance

Planning Practice Guidance – Supporting Safer Communities

Greater Manchester Police – Design For Security

Greater Manchester Police - Design For Security Downloads

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Ecological Assessment / Bat Surveys (or other Protected Species)

When Required

- All Major Development (alternatively, for developments and sites where the potential for ecological impacts is low, a letter can be provided from a competent ecologist confirming that in their professional opinion, the impact on ecological considerations is likely to be very low, together with the reasons for their view)
- Minor development inside or within 50 metres of a Site of Special Scientific Interest or a Site of Biological Importance, as shown on the Allocations Plan
- Minor development inside or within 10 metres of a Canal, a Green Corridor or Flood Zones 2 and 3 as shown on the Allocations Plan
- Cases where Ecological Assessment or a survey for protected species has been recommended at the pre-application stage

It is not possible to provide an exhaustive list of all possible criteria that would trigger the requirement for Ecological Assessment. In order to avoid the risk of an application being returned as invalid or refused on the grounds of insufficient information, applicants or agents who are in doubt over whether Ecological Assessment is needed in the particular circumstances of their case are encouraged to engage with the Council's Pre-application Advice Service or to seek their own professional advice.

Special Advice Relating to Bats

The mostly common potentially affected protected species in Bolton are Bats. Bats are by their nature highly mobile and can roost in a wide variety of buildings and locations. However, standing advice from Natural England is that bat surveys should be provided for sites that:

- have little or no disturbance from artificial lighting
- are close to woodland or water
- have uneven roof tiles and large roof timbers
- have cracks, crevices and small openings
- have a roof that warms in the sun with a large roof space for flying
- have hanging tiles or timber cladding on south-facing walls and has not been used for several years

A bat survey should be provided for development that would involve demolition or works to the roof of a building (including houses) in one of these types of location. However, advice from Natural England is that surveys for protected species should not be reserved to a condition, therefore a bat survey may be requested once an application has been submitted. In order to avoid the risk of an application being returned as invalid or refused on the grounds of insufficient information, applicants or agents who are in doubt over whether a protected species survey is needed in the particular circumstances of their case are encouraged to engage with the Council's Pre-application Advice Service or to seek their own professional advice. You are also advised to follow Natural England's standing advice to developers in relation to protected species.

Requirement

If the development falls within the criteria above, a Preliminary Ecological Appraisal will be required in order for the application to be validated. The Preliminary Ecological Appraisal should follow best practice guidance, for example, the guidance from the Chartered Institute of Ecology and Environmental Management

Policy

Places for Everyone – Objective 8 seeks to improve the quality of the natural environment and enhance biodiversity.

Policy JP-G2 relates to Greater Manchester's Green Infrastructure Network and states that Development within and around the Green Infrastructure Network should be consistent with delivering major green infrastructure improvements within them and should contribute to improvements. Wherever practicable, opportunities to integrate new and existing green infrastructure into new development will be taken to protect, enhance and expand the green infrastructure network. Where new or improved green infrastructure is delivered as part of a development, the developer should make appropriate provision for its long-term management and maintenance.

Places for Everyone identifies the Green Infrastructure Opportunities within Bolton as being:

- The Croal – Irwell Valley
- West Pennine Moors
- Red Moss and Middle Brook
- Hulton Park
- Cutacre Country Park

Policy JP-G8 seeks a net enhancement of biodiversity and geodiversity by

- increasing the quality, quantity, extent and diversity of habitats, particularly priority habitats identified in national or local biodiversity action plans and those that support priority species
- improving connections between habitats, to protect and enhance the provision of corridors, ecological networks (including Nature Recovery Networks) and steppingstones that enable the movement of species, especially as the climate changes
- enhancing the management of existing habitats, including through habitat restoration, avoiding habitat fragmentation and combating invasive species
- protecting sites designated for their nature conservation and/or geological importance, with the highest level of protection given to international and then national designations
- facilitating greater access to nature, particularly within urban areas
- supporting the development and implementation of the Great Manchester Wetlands Nature Recovery Network; and
- safeguarding, restoring and sustainably managing our most valuable soil resources, tackling soil degradation/erosion and recovering soil fertility, particularly to ensure protection of peat-based soils and safeguard 'best and most versatile' agricultural land

Development will be expected to:

- a. Follow the mitigation hierarchy of:
 - i. Avoiding significant harm to biodiversity, particularly where it is irreplaceable, through consideration of alternative sites with less harmful impacts, then.
 - ii. Adequately mitigating any harm to biodiversity, then
 - iii. Adequately compensating for any remaining harm to biodiversity

- b. Avoid fragmenting or severing connectivity between habitats.
- c. Achieve a measurable net gain in biodiversity of no less than 10%
- d. Make appropriate provision for long-term management of habitats and geological features connected to the development.
- e. Where appropriate, development should: mitigate air pollution impacts on Manchester Mosses SAC; mitigate urban edge, functionally linked land and recreation disturbance impacts on the South Pennine Moors SAC/SPAs; and assess and potentially mitigate boat movement, water pollution, and light spillage and shading impacts on the Rochdale Canal SAC; and
- f. Development proposals should be informed by the findings and recommendations of the appropriate biodiversity/ecological assessment(s) in the PfE evidence base and/or any updated or appropriate biodiversity/ecological assessments submitted as part of the planning application process.

National Planning Policy Framework – Paragraph 180 states that planning decisions should contribute and enhance the natural and local environment by (amongst other things) minimising impacts on and providing net gains for biodiversity.

Paragraph 186(a) states that if significant harm to biodiversity resulting from a development cannot be avoided (through locating on an alternative site with less harmful impacts), adequately mitigated, or, as a last resort, compensated for, then planning permission should be refused.

Guidance

Planning Practice Guidance – Natural Environment

Natural England - Construction near protected areas and wildlife

Natural England - Protected species and development

Natural England – Avoiding harm to protected species

Natural England – Standing advice for protected species

Natural England – Bats: advice for making planning decisions

CIEEM - Guidelines for Preliminary Ecological Appraisal

Greater Manchester Combined Authority – Local Nature Recovery Strategy

[Greater Manchester Ecology Unit - Ecological Searches \(Chargeable Service\)](#)

[Bat Conservation Trust – guidance for developers](#)

[DEFRA Magic Map - priority habitats, some protected species records](#)

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Employment and Skills Plan

When Required

- Major Development that would result in:
 - 25 or more dwellings
 - 1,500 square metres of commercial floor space (defined as E(g) Office / Light Industrial, B2 General Industrial, B8 Storage or Distribution, E(a) Retail, E(c) Financial and Professional Services)
 - a mixed-use development where the thresholds above would be exceeded cumulatively

Requirement

If the development falls within the criteria above, an Employment and Skills Plan will be required in order for the application to be validated. The Employment and Skills Plan should demonstrate set out the intended approach to the following matters, for the construction phase and – for commercial development – also for the operational phase:

- Creation Of Apprenticeships/New Entrants/Graduates/Traineeships
- Recruitment Through The Workshop, Jobcentre Plus And Other Local Employment Vehicles
- Work Trials And Interview Guarantee's
- Vocational Training (NVQ)
- Work Experience (14-16 Years, 16-19 Years And 19+ Years) (5 Working Days Minimum)
- Links With Schools, Colleges And University
- Use Of Local Suppliers
- Supervisor Training
- Management And Leadership Training
- In-House Training Schemes
- Construction Skills Certification Scheme (CSCS) Cards
- Support With Transport, Childcare And Work Equipment
- Community Based Projects

Applicants are encouraged to contact Business Bolton prior to submission for advice on how to tailor their Employment and Skills Plan to their specific development proposal.

Policy

Places for Everyone – Objective 3 seeks to ensure a thriving and productive economy in all parts of Greater Manchester. Objective 5 seeks to reduce inequalities and improve prosperity within the sub-region by ensure people in all neighbourhoods have access to skills training and employment opportunities.

Para 1.28 states that the spatial strategy seeks to deliver sustainable, inclusive growth, including by boosting the competitiveness of the northern districts (such as Bolton) – and addressing the disparities by the provision of significant new employment opportunities.

Paragraph 9.31 notes that the policies within the plan will contribute to the development and application of the sub-region's knowledge base, including by promoting training opportunities through new developments.

Policy JP-Strat6 seeks a significant increase in the competitiveness of the northern areas and considers that by supporting the principles of inclusive growth, the significant increases in economic growth in this location will help to reduce deprivation.

Policy JP-J1: Supporting Long-Term Economic Growth seeks a thriving, inclusive and productive economy in all the boroughs, with an emphasis on supporting local job growth, by seeking agreement with employers and developers (including housebuilders) to enter into local labour and training agreements through planning obligations and other mechanisms, where appropriate.

National Planning Policy Framework – Paragraph 8 states that achieving sustainable development means that the planning system has 3 overarching objectives, one of which is an economic objective – to help build a strong, responsive and competitive economy.

Guidance

Business Bolton

Invest In Bolton – Vision For 2040

Team Bolton Partnership

Bolton Council - Economic Growth & Resilience Plan

Bolton Council – Jobs Skills and Training

[Bolton Council - Digital Employment & Skills](#)

[The Bolton Family – Social Value Partnership](#)

[Greater Manchester Local Skills Improvement Plan](#)

[Greater Manchester Skills Map](#)

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Environmental Statement / Information for the purposes of a Screening Opinion

When Required

- An Environmental Statement is a validation requirement for any development falling with Schedule 1 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2017

The Government has set out the requirements for the content of an Environmental Statement.

In practice, Schedule 1 developments are of a highly exceptional scale (for example, a new power station) and it is highly unlikely that an application for developments of this scale would be submitted without extensive pre-application discussions.

However, Bolton Council typically receives around 5 applications per year of a scale or nature that falls within Schedule 2 of the Environmental Impact Regulations and therefore for which it is necessary to issue a Screening Opinion (positive or negative). In order to avoid delays it is important that sufficient information is provided to the Local Planning Authority to allow this opinion to be issued.

For these reasons, Bolton Council will expect to see environmental information at the point of submission, sufficient to allow for a Screening Opinion to be issued, for the following categories of development:

- Residential development for more than 150 units or on more than 5 hectares of land
- An urban development project for non-residential use (for example - but not limited to - offices, retail or leisure) on a site that exceeds 1 hectare
- Development for Class B2 General Industrial purposes involving new floorspace in excess of 1,000 square metres or on land exceeding 1 hectare in size
- Any other development falling within Schedule 2 of the Environmental Impact Regulations

The nature of the information necessary to issue a Screening Opinion will vary between cases and therefore to avoid delays it is recommended that you engage with our Pre-application Advice Service for any proposals falling into the categories above. The Government has published selection criteria for screening development.

A principle of the Environmental Impact Assessment process is that assessment is more likely if the development has the potential to affect sensitive areas. For information, the boundaries of Bolton for planning purposes contain 4 Scheduled Monuments (site at Arley Hall, Ringley Old Bridge, Chequerbent Embankment and a round cairn 280m west of Old Harpers Farm, Horwich) and 6 Sites of Special Scientific Interest (Red Moss, Nob End, a section of the River Tonge, Gale Clough / Shooterslee Wood, Longfield Clough and Oak Field). These designations can be viewed on the Allocations Plan.

Policy

National Planning Policy Framework – Paragraph 8 states that achieving sustainable development means that the planning system has three overarching objectives, which are interdependent and need to be pursued in mutually supportive ways so that opportunities can be taken to secure net gains across each of the different objectives. One of these is an environmental objective – to protect and enhance our natural, built and historic environment, including making effective use of land, improving biodiversity, using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.

Guidance

Planning Practice Guidance – Environmental Impact Assessment

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Fire Statement

When Required

- Buildings that are 18 metres or more in height, or 7 or more storeys - and
- contain two or more dwellings or educational accommodation

Guidance on how the height of the building should be measured is available at [Fire safety and high-rise residential buildings](#)

Requirement

If the development falls within the criteria above, a Fire Statement will be required in order for the application to be validated. The Fire Statement should explain:

- the principles, concepts and approach relating to fire safety that have been applied to each building in the development
- the site layout
- emergency vehicle access and water supplies for firefighting purposes
- what, if any, consultation has been undertaken on issues relating to the fire safety of the development; and what account has been taken of this
- how any policies relating to fire safety in relevant local development documents have been taken into account

Policy

[Places for Everyone](#) – Paragraph 9.36 states that the overall strategy and many of the policies and proposals in other parts of the plan will support improvements in health and wellbeing, and reductions in health inequalities by (amongst other things) promoting high levels of fire safety.

Guidance

[Planning Practice Guidance](#) – Fire safety and high-rise residential buildings

[Royal Town Planning Institute](#) – Fire safety and Planning in England

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Flood Risk Assessment

When Required

- All Major Development and Minor Development within Flood Zones 2 and 3
- All Major Development and Minor Development in areas affected by surface water flooding issues, where this would introduce a more vulnerable use, such as residential, compared to the existing use

You can find out whether the site is within Flood Zone 2 or 3 or if it is affected by surface water flooding issues from pluvial (rainwater) sources by using the Flood Map For Planning

- All development with a site area of more than 1 hectare

Requirement

If the development falls within the criteria above, a site-specific Flood Risk Assessment will be required in order for the application to be validated. This is likely to require specialist advice, and your consultant will need to take account of the guidance below.

A Flood Risk Assessment should address the issue of flood risk to both property and people. It should identify and assess the risks of all forms of flooding to and from the development and demonstrate how these flood risks will be managed, taking climate change into account. This may include sequential and exception tests for development, in accordance with Government guidance. It should identify opportunities to design surface water management systems and address the requirement for safe access to and from the development in areas at risk of flooding.

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Places for Everyone – Objective 2 is to ensure that there is no increase in the number of homes and premises at a high risk of flooding.

Policy JP-S4 of Places for Everyone states that flood risk will be managed by locating and designing development so as to minimise the impacts of current and future flood risk.

National Planning Policy Framework – Paragraph 159 states that when new development is brought forward in areas which are vulnerable to the impacts of climate change (including flooding), care should be taken to ensure that risks can be managed through suitable adaptation measures, including through the planning of green infrastructure.

Paragraph 165 states 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.

Paragraph 173 states that, when determining any planning applications, local planning authorities should ensure that flood risk is not increased elsewhere. Where appropriate, applications should be supported by a site-specific flood-risk assessment. Development should only be allowed in areas at risk of flooding where, in the light of this assessment (and the sequential and exception tests, as applicable) it can be demonstrated that:

- (a) within the site, the most vulnerable development is located in areas of lowest flood risk, unless there are overriding reasons to prefer a different location.
- (b) the development is appropriately flood resistant and resilient such that, in the event of a flood, it could be quickly brought back into use without significant refurbishment.
- (c) it incorporates sustainable drainage systems, unless there is clear evidence that this would be inappropriate.
- (d) any residual risk can be safely managed; and
- (e) safe access and escape routes are included where appropriate, as part of an agreed emergency plan.

The footnote to this paragraph states that a site-specific flood risk assessment should be provided for all development in Flood Zones 2 and 3. In Flood Zone 1, an assessment should accompany all proposals involving: sites of 1 hectare or more; land which has been identified by the Environment Agency as having critical drainage problems; land identified in a strategic flood risk assessment as being at increased flood risk in future; or land that may be subject to other sources of flooding, where its development would introduce a more vulnerable use.

Guidance

[Planning Practice Guidance – Flood Risk and Coastal Change](#)

[Flood Risk Assessments for Planning Applications](#)

[Flood Risk Assessments: Climate Change Allowances](#)

[Environment Agency Standing Advice on Flood Risk Assessments](#)

[Flood Map for Planning](#)

[Environment Agency - Pre-application Advice](#)

[Bolton Council - Flood Risk Pages](#)

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Green Belt Justification

When Required

- All development within the Green Belt

The extent of Bolton's Green Belt can be established by viewing the [Allocations Plan](#) and turning off all layers except for Green Belt within "Cleaner Greener".

Requirement

If the development falls within the criteria above, a Green Belt Justification will be required in order for the application to be validated. The Green Belt Justification should either demonstrate:

- that the proposal would not represent inappropriate development within the Green Belt as it would fall within one of the categories of development listed within paragraphs 154 or 155 of the [National Planning Policy Framework](#), or
- that very special circumstances exist to justify the proposal (paragraphs 152, 153 and 156 of the National Planning Policy Framework)

The degree of justification will need to be proportionate to the development proposed. It is not possible to provide guidance on the contents of a Green Belt Justification in all possible circumstances. In order to avoid the risk of an application being returned as invalid or refused on the grounds of insufficient information, applicants or agents who are proposing any development within the Green Belt are encouraged to engage with the Council's [Pre-application Advice Service](#) to establish the scope of the justification. However, elements of a Green Belt Justification could include:

- Written justification as to why the development would not be inappropriate in paragraph 154 or 155 terms
- Volume and floorspace calculations of the existing and proposed buildings, in a manner that allows the two to be compared
- A [Landscape and Visual Impact Assessment](#)
- For conversions of barns or other farm buildings, a structural survey demonstrating that the building is capable of conversion
- Horse passports, if the proposal involves the stabling or keeping of horses (see [Equestrian Development SPD](#)) -

Other issues that may need to be taken into account when considering development within the Green Belt

- A foul sewage and utilities assessment including septic tank justification, if one is proposed
- Extent of residential curtilage

Policy

Places for Everyone – Policy JP-G9 states that beneficial use of the Green Belt will be enhanced where this can be achieved without harm to its openness, permanence or ability to serve its five purposes. In particular, the enhancement of its green infrastructure functions will be encouraged, such as improved public access and habitat restoration, helping to deliver environmental and social benefits for our residents and providing the high-quality green spaces that will support economic growth.

Bolton's Allocations Plan - Policy CG7AP states that the council will not permit inappropriate development in the Green Belt. Inappropriate development includes any development which does not maintain the openness of land or which conflicts with the purposes of including land within the Green Belt, and the erection of new buildings unless it meets the national policy criteria or represents limited infilling or the partial or complete redevelopment of previously developed sites, whether redundant or in continuing use (excluding temporary buildings), which would not have a greater impact on the openness of the Green Belt and the purposes of including land within it than the existing development.

National Planning Policy Framework – Paragraph 142 states that the government attaches great importance to Green Belts. The fundamental aim of Green Belt policy is to prevent urban sprawl by keeping land permanently open; the essential characteristics of Green Belts are their openness and their permanence.

Paragraph 143 states that the Green Belt serves 5 purposes:

- (a) to check the unrestricted sprawl of large built-up areas.
- (b) to prevent neighbouring towns merging into one another.
- (c) to assist in safeguarding the countryside from encroachment.
- (d) to preserve the setting and special character of historic towns; and
- (e) to assist in urban regeneration, by encouraging the recycling of derelict and other urban land.

Paragraph 152 states that inappropriate development is, by definition, harmful to the Green Belt and should not be approved except in very special circumstances.

Paragraph 153 states that when considering any planning application, local planning authorities should ensure that substantial weight is given to any harm to the Green Belt. 'Very special circumstances' will not exist unless the potential harm to the Green Belt by reason of inappropriateness, and any other harm resulting from the proposal, is clearly outweighed by other considerations.

Paragraph 154 states that a local planning authority should regard the construction of new buildings as inappropriate in the Green Belt. Exceptions to this are:

- (a) buildings for agriculture and forestry.
- (b) the provision of appropriate facilities (in connection with the existing use of land or a change of use) for outdoor sport, outdoor recreation, cemeteries and burial grounds and allotments as long as the facilities preserve the openness of the Green Belt and do not conflict with the purposes of including land within it.
- (c) the extension or alteration of a building provided that it does not result in disproportionate additions over and above the size of the original building.
- (d) the replacement of a building, provided the new building is in the same use and not materially larger than the one it replaces.
- (e) limited infilling in villages.
- (f) limited affordable housing for local community needs under policies set out in the development plan (including policies for rural exception sites); and
- (g) limited infilling or the partial or complete redevelopment of previously developed land, whether redundant or in continuing use (excluding temporary buildings), which would:
 - not have a greater impact on the openness of the Green Belt than the existing development; or
 - not cause substantial harm to the openness of the Green Belt, where the development would re-use previously developed land and contribute to meeting an identified affordable housing need within the area of the local planning authority.

Paragraph 155 states that certain other forms of development are also not inappropriate in the Green Belt provided they preserve its openness and do not conflict with the purposes of including land within it. These are:

- (a) mineral extraction.
- (b) engineering operations.
- (c) local transport infrastructure which can demonstrate a requirement for a Green Belt location.
- (d) the re-use of buildings provided that the buildings are of permanent and substantial construction.
- (e) material changes in the use of land (such as changes of use for outdoor sport or recreation, or for cemeteries and burial grounds); and
- (f) development, including buildings, brought forward under a Community Right to Build Order or Neighbourhood Development Order.

Paragraph 156 states that when located in the Green Belt, elements of many renewable energy projects will comprise inappropriate development. In such cases developers will need to demonstrate very special circumstances if projects are to proceed. Such very special circumstances may include the wider environmental benefits associated with increased production of energy from renewable sources.

Guidance

[Planning Practice Guidance – Green Belt](#)

[Landscape Institute – Landscape Visual Impact Assessment](#)

[Getting and Using a Horse Passport](#)

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Health Impact Assessment

When Required

- All residential development, including conversions, within Bolton Town Centre or within a Renewal Area (RA1 Inner Bolton, RA2 Farnworth, RA3 Brightmet) that would result in 50 or more dwellings
- All residential development, including conversions, within one of the Outer Areas (OA1 Horwich and Blackrod, OA3 Westhoughton, OA4 West Bolton, OA5 North Bolton, OA6 Little Lever) that would result in 100 or more dwellings

Bolton Town Centre and the Renewal Areas are defined on the Allocations Plan (Wider Areas Designations, Town Centre Sub Areas / Core Strategy Sub Areas)

- All development, including conversions, that would affect or create 5,000 or more square metres of floorspace

Note that whilst the above sets out the criteria for validation, Health Impact Assessments may be requested after submission for major development proposals that involve waste management and minerals and may be requested for residential proposals below these criteria in areas that experience lower health outcomes.

Applicants for major residential proposals that do not meet the above criteria are encouraged to explain how their proposals would “support healthy lifestyles, including through the use of active design principles making physical activity an easy, practical and attractive choice” (Places for Everyone, Policy JP-P6) within a Design & Access Statement.

Requirement

If the development falls within the criteria above, a Health Impact Assessment will be required in order for the application to be validated. The Health Impact Assessment should follow Public Health England’s guidance on Health Impact Assessments and demonstrate how PfE Policy JP-P6 of Places for Everyone and the relevant paragraphs of the NPPF and the National Design Guide (text below) has been taken into account.

Policy

Places for Everyone – Objective 10 seeks to promote the health and wellbeing of communities by ensuring that new development is properly served by health care services that meet the needs of communities, improving access to healthy food options for all communities, reducing the

health impacts of air pollution through accessibility of sustainable travel such as public transport, cycling and walking and maximising the health benefits of access to the natural environment and green spaces.

Policy JP-P6 of Places for Everyone states that in order to help tackle health inequality, new development will be required, as far as practicable, to:

- Maximise its positive contribution to health and wellbeing, whilst avoiding any potential negative impacts of new development
- Support healthy lifestyles, including through the use of active design principles making physical activity an easy, practical and attractive choice and
- Be supported by a Health Impact Assessment for all developments which require to be screened for an Environmental Impact Assessment, and other proposals which, due to their location, nature or proximity to sensitive receptors, are likely to have a notable impact on health and wellbeing

National Planning Policy Framework – As well as containing an economic and an environmental objective, paragraph 8 contains a social objective, which includes supporting strong, vibrant and healthy communities by fostering well-designed, beautiful and safe places, with accessible services and open spaces that reflect current and future needs and support communities' health, social and cultural well-being.

Paragraph 96 states that planning decisions should aim to achieve healthy, inclusive and safe places and beautiful buildings which promote social interaction, including opportunities for meetings between people who might not otherwise come into contact with each other – for example through mixed-use developments, strong neighbourhood centres, street layouts that allow for easy pedestrian and cycle connections within and between neighbourhoods, and active street frontages and that enable and support healthy lifestyles, especially where this would address identified local health and well-being needs – for example through the provision of safe and accessible green infrastructure, sports facilities, local shops, access to healthier food, allotments and layouts that encourage walking and cycling.

Paragraph 97 states that planning decisions should take into account and support the delivery of local strategies to improve health, social and cultural well-being for all sections of the community.

Paragraph 102 notes that access to a network of high-quality open spaces and opportunities for sport and physical activity is important for the health and well-being of communities.

Paragraph 103 states that significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes. This can help to reduce congestion and emissions and improve air quality and public health.

Paragraph 123 states that planning decisions should promote an effective use of land in meeting the need for homes and other uses, while also (amongst other things) ensuring safe and healthy living conditions. Paragraph 128 expects planning decisions to balance the need to support development that makes efficient use of land whilst also taking into account the importance of securing well-designed and beautiful, attractive and healthy places.

Paragraph 135 states that planning decisions should ensure that developments (amongst other things) create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users.

Guidance

Planning Practice Guidance – Healthy and Safe Communities

Public Health England – Town Planning and Public Health

Public Health England – Spatial planning for health: evidence review

Urban Design Group – Building For A Healthy Life

Bolton Joint Strategic Needs Assessment – Information about the health and wellbeing needs of people in Bolton

National Design Guide

The National Design Guide contains the following guidelines on the relationship between well-designed places and health and wellbeing:

Paragraph 1 states that well-designed places have been shown to affect our health and well-being

Paragraph 51 states that well-designed places, buildings and spaces have a positive and coherent identity that everyone can identify with, including residents and local communities, so contributing towards health and well-being.

Paragraph 77 states that a well-designed movement network defines a clear pattern of streets that promotes activity and social interaction, contributing to health, well-being, accessibility and inclusion.

Paragraph 90 states that well-designed places provide attractive open spaces in locations that are easy to access, with activities for all to enjoy, such as play, food production, recreation and sport, so as to encourage physical activity and promote health, well-being and social inclusion.

Paragraph 100 states that well-designed places include well-located public spaces that support a wide variety of activities and encourage social interaction, to promote health, well-being, social and civic inclusion.

Paragraph 112 states that successful communities require a range and variety of local services and community facilities including schools, nurseries, workplaces, healthcare, spiritual, recreational, civic and commercial uses.

Paragraph 115 states that well-designed neighbourhoods provide a variety and choice of home to suit all needs and ages. This includes people who require affordable housing or other rental homes, families, extended families, older people, students, and people with physical disabilities or mental health needs.

Paragraph 119 states that good design promotes social inclusion by using local resources such as schools, nurseries, community facilities, parks, other open spaces, health, and religious or cultural facilities as destinations in layouts to promote social interaction and integration and help combat loneliness.

Paragraph 120 states that well-designed homes and buildings are functional, accessible and sustainable. They provide internal environments and associated external spaces that support the health and wellbeing of their users and all who experience them.

Paragraph 123 states that well-designed homes and buildings provide good quality internal and external environments for their users, promoting health and well-being.

Paragraph 126 states that well-designed homes and communal areas within buildings provide a good standard and quality of internal space. This includes room sizes, floor-to ceiling heights, internal and external storage, sunlight, daylight and ventilation. The quality of internal space needs careful consideration in higher density developments, particularly for family accommodation, where access, privacy, daylight and external amenity space are also important.

Paragraph 136 states that a compact and walkable neighbourhood with a mix of uses and facilities reduces demand for energy and supports health and well-being.

Paragraph 157 states that well-designed private places, such as homes and gardens, are designed to be flexible to adapt to the changing needs of their users over time. This includes changes in the health and mobility of the user.

Paragraph 158 states that well-designed places also have highspeed digital connectivity in order to provide options and information for education, health, leisure, social interaction, businesses and home working.

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Heritage Statement

When Required

- All development (including house extensions and partial or total demolition) within a Conservation Area
- All applications for Listed Building Consent
- All applications affecting the setting of a Listed Building or a Conservation Area

Requirement

If the development falls within the criteria above, a Heritage Statement will be required in order for the application to be validated.

You can check whether your application site or buildings is a Listed Building or is within a Conservation Area by using the Council's [Online Map](#)

Paragraph 200 of the National Planning Policy Framework states that "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.

National policy therefore makes it clear that an applicant needs to provide information relating to the significance of the affected heritage asset together with information relating to the impact of the proposals on the affected asset, but that this information should be proportionate relative to the importance of the asset and to the impact on the asset.

As the significance of heritage assets and the impact of development and works upon them can vary significantly, it is not possible for this checklist to provide advice on the scope or proportionality of a Heritage Statement that would cover every eventuality. Applicants are therefore encouraged to engage with the Council's [Pre-application Advice Service](#) so that the scope and proportionality of the Heritage Statement can be established in advance. Similarly, it is difficult to describe in this checklist the circumstances that would result in a development affecting the setting of a Listed Building or a Conservation Area and applicants are therefore advised to seek pre-application advice.

However, consistent with NPPF paragraph 200, heritage statements should contain:

- a description of the character and significance of any heritage assets likely to be affected by the proposal
- a description of the application proposal and an explanation of how it has been designed to respond to its heritage context
- an assessment of the likely impact of the proposal on the character and significance of the affected heritage assets

Historic England have provided a [guidance note](#) on assessing the significance of heritage assets.

Assessing the significance of a heritage asset and the impact of works upon them is a specialised role requiring relevant expertise and therefore applicants are advised to seek their own heritage advice before engaging with the Local Planning Authority.

Policy

Places for Everyone – Objective 4 of Places for Everyone seeks to (amongst other things) enhance Greater Manchester's heritage assets.

Policy JP-P2 of Places for Everyone states that the Local Planning Authorities will proactively manage and work with partners to positively conserve, sustain and enhance the historic environment and heritage assets and their settings. Opportunities will be pursued to aid the promotion, enjoyment, understanding and interpretation of heritage assets, as a means of maximising wider public benefits and reinforcing Greater Manchester's distinct character, identity and sense of place. This will be achieved by (amongst other things)

- ensuring that the heritage significance of a site or area is considered in accordance with national planning policy in the planning and design process and opportunities for interpretation and local engagement are optimised
- integrating the conservation and enhancement of heritage assets and their settings, with creative contextual architectural responses that contribute to their significance and sense of place
- Delivering positive benefits that sustain and enhance the historic environment, as well as contributing to the economic viability, accessibility and environmental quality of a place, and to social wellbeing
- Exploring opportunities to reduce greenhouse gas emissions that restoration of historic buildings offers.

Particular consideration will be given to ensure that the significance of key elements of the historic environment which contribute to Greater Manchester's distinctive identity and sense of place are protected from harm. These include historic town centres, places of worship, historic

transport routes including the canal network, industrial buildings and structures including textile mills, farmsteads and other sites, buildings, and areas of identified archaeological, architectural, artistic and/or historic value. Development proposals affecting designated and non-designated heritage assets and/or their settings will be considered having regard to national planning policy. Development proposals which will help safeguard the significance of and secure a sustainable future for Greater Manchester's heritage at risk will be supported in principle.

Proposals should be informed, as necessary, by the findings and recommendations of the appropriate heritage assessments in the development plan evidence base and/or any updated heritage assessment submitted as part of the planning application process.

Bolton's Core Strategy – the area-based policies RA1, RA2, RA3, OA1, OA3, OA4, OA5 and OA6 contain references to heritage considerations relevant to those specific areas

The Building Bolton SPD contains detailed guidance on the character areas of Bolton town centre and advice on how development proposals should take account of this. It also identifies the buildings of high distinctiveness.

National Planning Policy Framework – Applicants and their agents are encouraged to carefully read paragraphs 200 to 214 of the NPPF, however the key points are considered to be:

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.

Local planning authorities should identify and assess the particular significance of any heritage asset that may be affected by a proposal (including by development affecting the setting of a heritage asset) taking account of the available evidence and any necessary expertise. They should take this into account when considering the impact of a proposal on a heritage asset, to avoid or minimise any conflict between the heritage asset's conservation and any aspect of the proposal.

Where there is evidence of deliberate neglect of, or damage to, a heritage asset, the deteriorated state of the heritage asset should not be taken into account in any decision.

In determining applications, local planning authorities should take account of:

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

When considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation (and the more important the asset, the greater the weight should be). This is irrespective of whether any potential harm amounts to substantial harm, total loss or less than substantial harm to its significance.

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

- (a) grade II listed buildings, or grade II registered parks or gardens, should be exceptional.
- (b) assets of the highest significance, notably scheduled monuments, protected wreck sites, registered battlefields, grade I and II* listed buildings, grade I and II* registered parks and gardens, and World Heritage Sites, should be wholly exceptional

Where a proposed development will lead to substantial harm to (or total loss of significance of) a designated heritage asset, local planning authorities should refuse consent, unless it can be demonstrated that the substantial harm or total loss is necessary to achieve substantial public benefits that outweigh that harm or loss, or all of the following apply:

- (a) the nature of the heritage asset prevents all reasonable uses of the site; and

- (b) no viable use of the heritage asset itself can be found in the medium term through appropriate marketing that will enable its conservation; and
- (c) conservation by grant-funding or some form of not for profit, charitable or public ownership is demonstrably not possible; and
- (d) the harm or loss is outweighed by the benefit of bringing the site back into use.

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.

The effect of an application on the significance of a non-designated heritage asset should be taken into account in determining the application. In weighing applications that directly or indirectly affect non-designated heritage assets, a balanced judgement will be required having regard to the scale of any harm or loss and the significance of the heritage asset.

Local planning authorities should not permit the loss of the whole or part of a heritage asset without taking all reasonable steps to ensure the new development will proceed after the loss has occurred.

Local planning authorities should require developers to record and advance understanding of the significance of any heritage assets to be lost (wholly or in part) in a manner proportionate to their importance and the impact, and to make this evidence (and any archive generated) publicly accessible. However, the ability to record evidence of our past should not be a factor in deciding whether such loss should be permitted.

Local planning authorities should look for opportunities for new development within Conservation Areas and World Heritage Sites, and within the setting of heritage assets, to enhance or better reveal their significance. Proposals that preserve those elements of the setting that make a positive contribution to the asset (or which better reveal its significance) should be treated favourably.

Not all elements of a Conservation Area necessarily contribute to its significance. Loss of a building (or other element) which makes a positive contribution to the significance of the Conservation Area should be treated either as substantial harm under paragraph 207 or less than substantial harm under paragraph 208, as appropriate, taking into account the relative significance of the element affected and its contribution to the significance of the Conservation Area as a whole.

Local planning authorities should assess whether the benefits of a proposal for enabling development, which would otherwise conflict with planning policies, but which would secure the future conservation of a heritage asset, outweigh the disbenefits of departing from those policies.

Guidance

Planning Practice Guidance – Historic Environment

Historic England – Current guidance and advice

Historic England - National Heritage List for England (Listed Buildings, Scheduled Monuments, Registered Parks and Gardens)

Bolton Council – Conservation Areas

Bolton Council – Listed Buildings

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House Extension Justification (People With Disabilities)

When Required

- Applications for a house extension solely for the benefit of a person with disabilities, intended to provide for their improved safety, health, or comfort, and which would not normally be considered acceptable in planning terms

It should also be noted that the introductory guidance to this checklist suggest that in cases where a proposed extension or extensions to a dwelling are likely to be considered “borderline” in terms of the Council’s policies, applicants and their agents are strongly encouraged to submit a supporting statement to explain their reasoning for the proposed design. However, other than the narrow circumstances of “an extension solely for the benefit of a person with disabilities” described above, the personal circumstances of an applicant are generally given very limited weight in the decision-making process. Other than for applications for the benefit of a person with disabilities, such justification should be made on their planning merits and based on planning policies. Furthermore, due to the principle that each case should be considered on its planning merits, when assessed in the light of planning policies, references to similar approvals elsewhere are likely to be given very limited weight.

Requirement

If the development falls within the criteria above, a justification for a departure from policy on the grounds of individual circumstances

This could include:

- evidence that the extension benefits from a Disabled Facilities Grant
- evidence of in the form of a needs assessment, conducted by an appropriate professional advisor

Section 6 of the Equality Act 2010 defines a disability as a physical or mental impairment that has a substantial and long-term adverse effect on an individual's ability to carry out normal day-to-day activities. An individual has an 'impairment' if their physical or mental abilities are reduced in some way compared to others.

Policy

Bolton Council's House Extensions SPD states at paragraph 1.11 that “the Council is sympathetic to the additional needs of people with disabilities which may make a departure from the guidance necessary. However, detailed evidence of disability will be required (for example, registration as disabled), as may evidence of a needs assessment conducted by an appropriate professional advisor, to demonstrate why an

extension which would not normally be considered acceptable in planning terms should be granted permission on the basis of such individual circumstances”.

National Planning Policy Framework – Paragraph 135(f) states that planning decisions should ensure that developments create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users.

Guidance

Disabled Facilities Grants

Bolton Council – House Extensions SPD

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Landscape Scheme / Landscape Visual Impact Assessment

Landscape Scheme - When Required

- All Major Development
- All Minor Development within Bolton Town Centre or within a Renewal Area (RA1 Inner Bolton, RA2 Farnworth, RA3 Brightmet) that would result in a new building
- All Minor Development on sites that front a Classified Road that would result in a new building
- All Minor Development within a Conservation Area that would result in a new building

Bolton Town Centre and the Renewal Areas are defined on the Allocations Plan (Wider Areas Designations, Town Centre Sub Areas / Core Strategy Sub Areas)

A detailed landscape scheme may also be requested for sites that do not meet the criteria above but are on main road frontages, are close to Public Rights of Way or affect the setting of a Listed Building or a Registered Park. To avoid delay during the determination period, applicants for minor development are encouraged to seek pre-application advice.

Landscape Visual Impact Assessment – When Required

- All Major Development within the Green Belt or Other Protected Open Land, as defined on the Allocations Plan

Applicants for major development within the Green Belt or Other Protected Open Land are encouraged to seek pre-application advice to establish the scope of the assessment

Requirement – Landscape Schemes

If the development falls within the criteria for a Landscaping Scheme above, a full detailed hard and soft landscape scheme will be required in order for the application to be validated.

Proposals that fall within the criteria above should be formulated with the landscape of the site in mind. Landscape should form part of the design concept for the site, and not as a separate process or afterthought after the buildings have been designed. There should be references to the landscape scheme in any Design and Access Statement and detailed landscape proposals should be included which follow from the design

concept. Existing trees hedgerows and other vegetation on a site, as well as hard landscape features such as heritage or otherwise characterful boundary walls and gates should, where practicable, be retained in new developments and protected during the construction of the development.

A detailed landscape scheme should include:

- North point and drawing scale
- Details of existing and proposed ground levels by way of spot height, contours and sections as appropriate together with details of any proposed retaining structures
- Details of existing vegetation and other hard and soft landscape features together with information about what will be retained or removed and details of measures for its protection during the course of construction, including sizes, materials and location of tree guards and grilles etc or temporary and / or permanent protective fencing
- Details of the proposed surface treatment (paving, grassed areas, shrub planting, etc.) together with means of enclosure; car parking layouts; other vehicle and pedestrian access and circulation areas hard surfacing materials, structures and ancillary objects (refuse bins, lighting columns etc)
- Schemes should demonstrate how they have taken into account proposed and existing functional services above and below ground (e.g. drainage, power, communications cables, pipelines and inspection chambers etc.)
- Landscape Management Plan - a Landscape Management Plan should clearly identify areas of management responsibility and outline in detail how each element of the landscape will be managed and maintained. It should include long term design objectives, management responsibilities and maintenance schedules and plans for all landscape areas together with a commitment to replace and dead or defective planting stock for a minimum period of 5 years.
- Improvements to Biodiversity Net Gain, where required
- Topsoil

- Information about proposed topsoil depths
- Details of imported topsoil quality
- Details, amounts, depths etc. of soil additives (composts, fertilisers, mulches, etc.)

- Tree planting
 - Accurate plant names
 - Method of staking and tying
 - Size of trees (girth, type, multi-stem, age, etc.)
 - Size of tree pits and planting method
 - Protection measures (tree guard, grille, etc.)

- Shrub planting
 - Accurate plant names
 - Detailed layout of planting beds
 - Type of shrubs (container grown / bare rooted)
 - Size and habit of plant material (height, container size, etc.)

- Bulb planting
 - Accurate plant names
 - Numbers of bulbs
 - Density and method / style of planting

- Wildflower planting
 - Accurate plant names
 - Size of plants (container size)
 - Number of plants
 - Planting density

- Herbaceous planting

- Accurate plant names
- Size of plants (container size, etc.)
- Number of plants
- Planting density

- Grass seeding
 - Seed supplier
 - Seed type / composition and rate of sowing

- Turfing
 - Turf supplier and quality
 - Method of laying

- British Standards: If appropriate, references to current relevant standards with dates and relevant page numbers

Policy

Places for Everyone – Objective 2 seeks to create neighbourhoods of choice. Objective 8 seeks to improve the quality of the natural environment and access to green spaces by enhancing special landscapes, green infrastructure, biodiversity and geodiversity.

Policy JP-P1 of Places for Everyone states that the local planning authorities aim to become one of the most liveable city regions in the world, consisting of a series of beautiful and varied places that are distinctive with a clear identity. Development should be visually stimulating, creating interesting and imaginative environments which raise the human spirit through the use of green space and quality design.

All development, wherever appropriate, should incorporate high quality and well managed green infrastructure and quality public realm, with opportunities for recreation and outdoor play for children and interaction between the generations, public and private spaces clearly distinguished, development clearly defining, and promoting activity within, public spaces and should include high quality landscaping.

Bolton's Core Strategy – Policy RA1.16 states that the Council will ensure that development takes opportunities to improve upon the existing low levels of green infrastructure and soft landscaping in inner Bolton, using native plant species where appropriate.

National Planning Policy Framework – Paragraph 135 states that planning decisions should ensure that developments are visually attractive as a result of (amongst other things) appropriate and effective landscaping.

Paragraph 136 states that trees make an important contribution to the character and quality of urban environments and can also help mitigate and adapt to climate change. Planning decisions should ensure that new streets are tree-lined, that opportunities are taken to incorporate trees elsewhere in developments, that appropriate measures are in place to secure the long-term maintenance of newly planted trees, and that existing trees are retained wherever possible. Applicants and local planning authorities should work with highways officers and tree officers to ensure that the right trees are planted in the right places, and solutions are found that are compatible with highways standards and the needs of different users.

Guidance

National Design Guide – paras 29, 77, 79, 86, 89, 90, 100, 129 and 148

Landscape Institute – Landscape Visual Impact Assessment

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Levels and Sections

When Required

- All Major Development and Minor Development that would result in the erection of any new buildings or extensions of buildings
- House Extensions (unless one of the exemptions below applies)

Requirement

Existing and proposed site sections and finished floor and site levels to a scale of either 1:50 or 1:100. Any existing residential property within 21 metres of any part of any new building or extension should be shown on the sections

If you are of the view that levels will not be a material consideration in the determination of your application, you should provide a written justification for this. However, if there is no justification, or if the justification is not accepted, the application is likely to be returned to you. If the justification for not providing any levels information is contained within a Planning Statement, a covering letter should make this clear.

Not Required

- Proposals for house extensions at terraced houses not exceeding 4 metres projection
- Proposals for house extensions where a brief written statement is provided confirming that there would be no variation of more than 1 metre in relation to any property within 21 metres of the extended dwelling

Policy

Places for Everyone – Policy JP-P1 Sustainable Places of Places for Everyone states that the plan aims to create places that respect and acknowledge the character and identity of locality in terms of siting, size and scale. They should also be comfortable and inviting, with indoor and outdoor environments that offer a high level of amenity.

National Planning Policy Framework – Paragraph 135(f) states that planning decisions should ensure that developments create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users.

Guidance

Supplementary Planning Guidance – General Design Principles

Supplementary Planning Guidance – House Extensions
National Design Guide

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Lighting Impact Assessment

When Required

- Development with external communal areas such as parking, loading areas, amenity space with an area greater than 50 square metres
- Development for outdoor recreation and sport
- Development proposing floodlights
- Development within 10 metres of a main river, body of open water, SSSI or an SBI
- Development within the Green Belt

Requirement

If the development falls within the criteria above, a Lighting Impact Assessment will be required in order for the application to be validated. This is likely to require specialist advice, and your consultant will need to take account of the guidance below.

Alternatively, written confirmation should be provided that no lighting will be installed, and a condition may be imposed to this effect.

A Lighting Impact Assessment should contain:

- the type of light fixing (e.g. wall mounted or free-standing columns, wattage and manufacturer)
- a site layout indicating the location of lighting units and the level of illumination and spread shown as LUX levels, including outside of the site. The closest and other nearby residential properties should be shown on the plan
- the proposed hours of usage.
- measures to limit the spread of lighting, such as cowls or angled heads

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Bolton's Core Strategy – Policy CG4 states that the Council will ensure that new development is compatible with surrounding land uses and occupiers, protecting amenity, and that it should not generate unacceptable nuisance or light pollution

Places for Everyone – Policy JP-P1.15a Sustainable Places seeks to create developments and neighbourhoods that are comfortable and inviting, with indoor and outdoor environments that offer a high level of amenity that minimises exposure to pollution

National Planning Policy Framework – Paragraph 191(c) states that planning decisions should ensure that new development is appropriate for its location taking into account the likely effects (including cumulative effects) of pollution on health, living conditions and the natural environment, as well as the potential sensitivity of the site or the wider area to impacts that could arise from the development. In doing so they should limit the impact of light pollution from artificial light on local amenity, intrinsically dark landscapes and nature conservation.

Guidance

Planning Practice Guidance – Light Pollution

Institute of Lighting Professionals - Guidance Note 1 for the reduction of obtrusive light, 2021

Royal Commission on Environmental Pollution - Artificial light in the environment

Bat Conservation Trust - Artificial Lighting Guidance

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Noise Impact Assessment

When Required

- All potentially noise generating developments including:
 - Class B2 Industrial
 - Class B8 Storage and Distribution
 - Evening economy uses such as pubs, clubs, bars, takeaways, casinos, cinemas, theatres and public performance
 - Class E(a) retail with more than 100 square metres floorspace
 - Class E(d) fitness, indoor sport and recreation
 - Class E(f) day nursery, creche and day centres
 - Class F2(c) outdoor sport and recreation
 - Other *sui generis* uses such as taxi business, scrap yards, minerals, vehicle breaking, waste disposal

All the above developments will require a Noise Impact Assessment unless a robust justification and evidence is provided to demonstrate why a Noise Impact Assessment is not necessary in this instance as there are no sensitive uses nearby that are capable of being affected by the proposed development

- All proposed noise sensitive uses including
 - Residential uses, including conversion, subdivision and houses in multiple occupancy
 - New schools and hospitals

All the above developments will require a Noise Impact Assessment unless a robust justification and evidence is provided to demonstrate why a Noise Impact Assessment is not necessary in this instance as there are no potential noise generating uses nearby that are capable of affecting the proposed development

- Proposed new residential uses within the boundaries of the Bolton town centre sub areas or within the local centres of Blackrod, Farnworth, Horwich, Little Lever, Kearsley and Westhoughton, as shown on the [Allocations Map](#)
- Mixed use proposals comprising both noise generating and noise sensitive uses

- Proposals that would involve the use of extractor or cooling units or air source heat pumps in the vicinity of noise sensitive uses
- Proposals that would operate or involve any activities between the hours of 11pm and 7am

It is not possible to provide an exhaustive list of all possible criteria that would trigger the requirement for a Noise Impact Assessment. In order to avoid the risk of an application being returned as invalid or refused on the grounds of insufficient information, applicants or agents who are in doubt over whether a Noise Impact Assessment is needed in the particular circumstances of their case are encouraged to engage with the Council's [Pre-application Advice Service](#)

Requirement

If the development falls within the criteria above, a Noise Impact Assessment will be required in order for the application to be validated. The Noise Impact Assessment should take account of:

- BS 8233:2014 Guidance on sound insulation and noise reduction for buildings
- BS 5228:2009 Code of practice for noise and vibration control on construction and open sites
- BS 4142:2014+A1:2019 Methods for rating and assessing industrial and commercial sound

Noise Assessments should be prepared by suitably qualified acousticians. They should measure and describe the existing noise environment, the potential noise sources from the proposed development or the existing noise sources likely to affect the development, together with any mitigation measures. Where mitigation measures are recommended, these should be clearly shown on the plans.

The assessment should include information about:

- the sound power / sound pressure level and the likely resultant noise level of equipment at the nearest noise sensitive properties for all noise-producing activities such as extract ventilation systems, refrigeration equipment, vehicle movements etc. that is likely to be installed or operated on site
- existing background noise levels at relevant times the potentially noisy activity will be taking place
- where any noise generating plant or equipment will be located and installed so as to reduce noise impacts on neighbouring properties
- delivery times and opening hours for commercial premises within noise sensitive areas

- details of waste collection for example pubs/clubs where glass collection could be noisy
- proposed developments immediately adjoining (including below or above) residential premises should provide full details of sound insulation measures, position and design of entrances/exits and car parking
- for pubs and clubs, consideration of any location provided for smokers to prevent noise impact from patrons outside the premises
- the impact of low frequency noise, particularly where live and/or recorded music is or will be played
- where new noise sensitive uses are proposed in the vicinity of noise generating uses, an assessment of current noise levels and consideration of appropriate mitigation measures

Additional guidance is available in the links below on noise assessments for certain uses, which should be referred to where relevant.

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Bolton's Core Strategy – Policy CG4 states that the Council will ensure that new development is compatible with surrounding land uses and occupiers, protecting amenity, and that it should not generate unacceptable nuisance or noise pollution

Places for Everyone – Policy JP-C5-1k of Places for Everyone states that the local planning authority will ensure that the design and management of streets mitigates the impacts of noise pollution from road transport

Policy JP-C8 of Places for Everyone seeks to deliver high quality, attractive, liveable and sustainable environments by ensuring that Construction Management Plans are produced for developments, where appropriate, to mitigate environmental impacts including noise on the surrounding area.

National Planning Policy Framework – paragraph 180(e) states that planning decisions should contribute to and enhance the local environment by preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of noise pollution. Development should, wherever possible, help to improve local environmental conditions.

Paragraph 191 states that planning decisions should ensure that new development is appropriate for its location taking into account the likely effects (including cumulative effects) of pollution on health, living conditions and the natural environment, as well as the potential sensitivity of the

site or the wider area to impacts that could arise from the development. In doing so they should mitigate and reduce to a minimum potential adverse impact resulting from noise from new development – and avoid noise giving rise to significant adverse impacts on health and the quality of life.

Paragraph 193 states that planning decisions should ensure that new development can be integrated effectively with existing businesses and community facilities (such as places of worship, pubs, music venues and sports clubs). Existing businesses and facilities should not have unreasonable restrictions placed on them as a result of development permitted after they were established. Where the operation of an existing business or community facility could have a significant adverse effect on new development (including changes of use) in its vicinity, the applicant (or 'agent of change') should be required to provide suitable mitigation before the development has been completed.

Guidance

[Planning Practice Guidance - Noise](#)

[Institute of Acoustics - ProPG: Planning & Noise – New Residential Development](#)

[Institute of Acoustics – Noise from heat pumps](#)

[Association of Noise Consultants – Noise from gyms](#)

[Association of Noise Consultants - Acoustics, Ventilation and Overheating Guide, Residential Development](#)

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Odour and Fume Assessment

When Required

- Proposed new potentially odour or fume generating developments (such as pubs, restaurants, takeaways, Class B2 industrial uses, supermarkets, vehicle paint spraying and nail bars) in the vicinity of existing sensitive uses (such as residential, schools or hospitals)
- Proposed new sensitive uses (such as residential, schools and hospitals) in the vicinity of existing odour or fume generating uses (such as pubs, restaurants, takeaways, Class B2 industrial uses, supermarkets, vehicle paint spraying and nail bars)
- Proposed new residential uses within an allocated Employment or Mixed Use area, as shown on the [Allocations Map](#)
- Mixed use proposals comprising both odour or fume generating developments generating and sensitive uses
- Proposals that would involve the use of odour or fume extractors in the vicinity of existing sensitive uses

It is not possible to provide an exhaustive list of all possible criteria that would trigger the requirement for an Odour and Fume Assessment nor is it possible to clearly define the meaning of “in the vicinity”. In order to avoid the risk of an application being returned as invalid or refused on the grounds of insufficient information, applicants or agents who are in doubt over whether an Odour and Fume Assessment is needed in the particular circumstances of their case are encouraged to engage with the Council’s [Pre-application Advice Service](#)

Requirement

If the development falls within the criteria above, an Odour and Fume Assessment will be required in order for the application to be validated. The Odour and Fume Assessment should be in the form of statement that:

- demonstrates that nuisance or pollution from cooking or other odours will not be caused by the proposed use
- contains details of proposed fume extraction systems including details of the size, design, siting, finish, acoustic treatment and odour abatement techniques of the flue or other extraction system
- elevation drawings showing the size, location and external appearance of plant and equipment
- details of active odour control systems, where proposed.

- odour control methods, to limit the odour from waste and waste storage facilities

Where mitigation measures are recommended, these should be clearly shown on the plans.

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Bolton's Core Strategy – Policy CG4 states that the Council will ensure that new development is compatible with surrounding land uses and occupiers, protecting amenity, and that it should not generate unacceptable nuisance, odours or fumes.

National Planning Policy Framework – paragraph 180(e) states that planning decisions should contribute to and enhance the local environment by preventing new and existing development from contributing to, being put at unacceptable risk from, or being adversely affected by, unacceptable levels of noise pollution. Development should, wherever possible, help to improve local environmental conditions.

Paragraph 191 states that planning decisions should ensure that new development is appropriate for its location taking into account the likely effects (including cumulative effects) of pollution on health, living conditions and the natural environment, as well as the potential sensitivity of the site or the wider area to impacts that could arise from the development.

Paragraph 193 states that planning decisions should ensure that new development can be integrated effectively with existing businesses and community facilities (such as places of worship, pubs, music venues and sports clubs). Existing businesses and facilities should not have unreasonable restrictions placed on them as a result of development permitted after they were established. Where the operation of an existing business or community facility could have a significant adverse effect on new development (including changes of use) in its vicinity, the applicant (or 'agent of change') should be required to provide suitable mitigation before the development has been completed.

Guidance

Institute of Air Quality Management - Guidance on the Assessment of Odour for Planning 2018 v1.1

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Open Space, Sports and Recreation (Needs and Opportunities Assessment)

When Required

- All Major Development and Minor Development that would result in the loss, or partial loss, of existing open space (including informal open space), sports and recreational buildings and land (including playing fields)

Requirement

If the development falls within the criteria above, a Needs and Opportunities Assessment will be required in order for the application to be validated. The Needs and Opportunities Assessment should follow the principles of the NPPF in that it should clearly demonstrate that the open space, buildings or land is surplus to requirements, or that the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location, or that the development is for alternative sports and recreational provision, the benefits of which clearly outweigh the loss of the current or former use. The assessment should also demonstrate how Objectives 8 and 9 of Places for Everyone have been taken into account, together with paragraphs 8.49 to 8.52 and Policies JP-G6 and JP-P7. Policy CG1.4 of Bolton's Core Strategy has not been replaced by Places for Everyone and should also be taken into account in the assessment and justification.

If the site is used for sport, guidance from Sport England should be followed.

Policy

Places for Everyone – Objective 8 seeks to improve the quality of the natural environment and access to green spaces by enhancing and improving (amongst other things) green infrastructure and improving access to the natural environment and green spaces including parks. Objective 9 seeks to ensure new development is properly served by physical and social infrastructure including schools, health, social care, sports and recreation facilities.

Paragraphs 8.49 to 8.52 note that whilst the extensive areas of open countryside of Greater Manchester are enormously important, the conurbation's urban green spaces are of greater significance to many residents on a day-to-day basis and are the areas with which they have greatest contact. These places have most value to people at a local level. Whilst always functioning as green infrastructure, urban green spaces are not always natural, often containing formal or informal recreational facilities such as playgrounds and sports pitches.

Urban green infrastructure includes parks, playing fields and other sports and recreation facilities, but they also include nature reserves, woodlands, allotments, cemeteries, former rail corridors, and other undeveloped land. Urban green spaces can therefore have widely differing characteristics and values placed upon them. In addition to these valuable green spaces, other types of green infrastructure are also found within the urban area, such as residential gardens, street trees and green roofs. Urban green spaces are essential to the liveability of urban areas, making a vital contribution to mental and physical health, and more generally to the overall quality of life. They can offer a moment of tranquillity within a busy area, and provide people with opportunities for recreation, social interaction, and to connect with nature. They often form part of the network of green transport routes, supporting more walking and cycling and less car use.

Significantly, they will become increasingly important as a result of climate change, helping to cool overheating urban areas, manage flood risk and enable wildlife to adapt. Other important environmental functions include the ability to mitigate air pollution and help manage water quality. They can be particularly vital for children, providing places to play and opportunities for outdoor learning. They can also help bring communities together, providing places for events and opportunities for community food-growing projects. Urban green space is therefore essential for environmental and social wellbeing, but it also makes a major contribution to economic growth and securing investment. Urban green infrastructure will form a vital part of a Nature Recovery Network for Greater Manchester.

Urban green spaces are often a key part of the character and history of the local area. Some are important heritage assets in their own right, recognised by national or local designations, or provide the setting for them. They are a central element in understanding the story of a place, and several have wider historical and social significance.

Policy JP-G6 of Places for Everyone relates specifically to Urban Green Space and states that in order to ensure there is an appropriate scale, type, quality and distribution of accessible urban green space that can support a high quality of life and other important green infrastructure functions:

- existing urban green space will be protected and enhanced in balance with other considerations, and
- the local planning authorities will work with developers and other stakeholders to deliver new high quality urban green spaces.

Development should be designed to support the positive use of nearby green spaces, such as by offering a high-quality setting, providing natural surveillance, and facilitating easy access by walking and cycling.

Policy JP-P7 states that a network of high quality and accessible sports and recreation facilities will be protected and enhanced, supporting greater levels of activity for all ages.

Bolton's Core Strategy – Policy CG1.4 states that the Council will allow some development on informal green spaces in the urban area, provided that it allows for the improvement of remaining green spaces and helps to meet the strategic objectives for housing.

National Planning Policy Framework – Paragraph 103 states that existing open space, sports and recreational buildings and land, including playing fields, should not be built on unless:

- a) an assessment has been undertaken which has clearly shown the open space, buildings or land to be surplus to requirements; or
- b) the loss resulting from the proposed development would be replaced by equivalent or better provision in terms of quantity and quality in a suitable location; or
- c) the development is for alternative sports and recreational provision, the benefits of which clearly outweigh the loss of the current or former use.

Guidance

Planning Practice Guidance – Open space, sports and recreation facilities, public rights of way and local green space

Sport England – Playing Fields Policy & Checklist

Sport England – Planning For Sport

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Planning Obligations

When Required

- All residential developments (including conversions) for 15 or more units

Requirement

If the development falls within the criteria above, one of the following will be required in order for the application to be validated:

(Outside of the defined boundaries of Bolton town centre)

- Draft Heads of Terms of a Section 106 agreement, showing that the contributions required by the Developer Contributions SPD will be met in full
- Draft Heads of Terms of a Section 106 agreement, showing that the contributions required by the Developer Contributions SPD will be partially met, together with a Viability Assessment justifying the shortfall and an agreement in principle (subject to a quote) to pay the cost of the viability assessment being independently assessed
- A Viability Assessment demonstrating why none of the contributions can be met and an agreement in principle (subject to a quote) to pay the cost of the viability assessment being independently assessed

The Council has published its expectations for planning contributions in advance via the Developer Contributions SPD and these can therefore be calculated in advance of any land acquisition negotiations. Applications for residential development of 15 or more units that are neither accompanied by a Draft Heads of Terms or a Viability Assessment will be returned and applicants will instead be encouraged to engage with the Council's Pre-application Advice Service. Negotiations on planning contributions will not take place after an application has been submitted – paragraph 41 of the NPPF states that The more issues that can be resolved at pre-application stage, including the need to deliver improvements in infrastructure and affordable housing, the greater the benefits.

(Within the defined boundaries of Bolton town centre)

- A statement and plans sufficient to demonstrate that the approach to public realm improvements in the immediate vicinity of the application site will be broadly similar in value to the contributions that would have been required by the Developer Contributions SPD

Policy

Places for Everyone – Objective 1 seeks to increase the number of affordable homes. Policy JP-H2 seeks substantial improvements in the ability of people to access housing at a price they can afford, including through maximising the delivery of additional affordable homes, including through local plans setting targets for the provision of affordable housing for sale and rent as part of market-led developments based on evidence relating to need and viability

Objective 9 seeks to ensure that new development is properly served by physical and social infrastructure including schools, health, social care, sports and recreation facilities. Policy JP-P5.2b promotes significant enhancements in education, skills and knowledge by (where appropriate) requiring housing developments to make a financial contribution to the provision of additional school places and/or set aside land for a new school, proportionate to the additional demand that they would generate. Similarly, in order to help tackle health inequality, new development will be required by Policy JP-P6, as far as practicable, to provide new or improved health facilities as part of new developments, proportionate to the additional demand that they would generate.

Policy JP-P1 Sustainable Places states that Greater Manchester aims to be one of the most liveable city regions in the world, consisting of a series of beautiful, healthy and varied places that incorporate high quality and well managed green infrastructure and quality public realm, with opportunities for recreation and outdoor play for children, interaction between the generations, public and private spaces clearly distinguished, development clearly defining and promoting activity within public spaces, together with high quality landscaping.

Bolton's Core Strategy – Policy IPC1 states that the council will seek to ensure that developers make reasonable provision or contribution towards the cost of appropriate physical, social and green infrastructure required by the proposed development and/or to mitigate the impact of that development. In doing so, the council will ensure that a scheme is made acceptable in planning terms and achieves the objectives of sustainable development.

For new residential development specific contributions will be sought for:

- Affordable housing.
- Open space provision and maintenance.

- Health and well-being.
- Education.
- Community facilities.

Within Bolton town centre it is anticipated that the council will primarily seek contributions to secure high-quality improvements to the public realm. The above policy is applicable unless it can be demonstrated by the applicant that the scheme would not be viable if contributions were sought or offered.

National Planning Policy Framework – Paragraph 34 states that plans should set out the contributions expected from development. This should include setting out the levels and types of affordable housing provision required, along with other infrastructure (such as that needed for education, health, transport, flood and water management, green and digital infrastructure). Such policies should not undermine the deliverability of the plan.

Guidance

Planning Practice Guidance – Viability

Planning Practice Guidance – Planning Obligations

Bolton Council – Developer Contributions SPD

Bolton Council – Affordable Housing SPD

Bolton Community Homes

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Planning Statement

When Required

- All Major Development
- Development that is not in accordance with the Development Plan (Departures)
- Cases where a Planning Statement has been recommended at the pre-application stage

Whilst a Planning Statement is not a compulsory requirement for minor developments, it is still strongly recommended that applications and their agents submit a Planning Statement, in the interests of efficiency.

For applications for house extensions, a brief statement engaging with the relevant paragraphs of the House Extensions SPD is recommended, particular in cases with the proposal is likely to be considered “borderline” in terms of its approvability.

Requirement

If the development falls within the criteria above, a Planning Statement will be required in order for the application to be validated. The Planning Statement should be proportionate to the scale of the proposal but should, as a minimum, cover the following six points:

- **Policy Context** – the statement should engage with the relevant national and local planning policies and should include an assessment of how the proposed development accords with policies in the development plan and should take any material considerations into account
- **Validation Requirements** – the statement should engage methodically with this Validation Checklist and explain what information has been provided in cases where the criteria and thresholds for any of the requirements. Where criteria and thresholds are met but the relevant information has not been provided, a robust justification for this should be made
- **Recommendations Adopted** – documents required by this Validation Checklist typically contain a “Recommendations” section. The Planning Statement should engage with any and all of these recommendations and clearly demonstrate how these have been adopted within the proposed development. Where recommendation have not been adopted, or have only been partially adopted, a robust justification for this should be made

- **Community Involvement** – both the National Planning Policy Framework (paragraph 40) and Bolton Council's Statement of Community Involvement encourage applicants to engage with the local community. The outcome of any community consultation should be included in the statement and, in cases where no community engagement has taken place, a robust justification for this should be made
- **Pre-application Engagement** – Bolton Council offers a value for money pre-application service that covers all application types and strongly recommends that applicants and their agents engage with this service prior to submitting a planning application. The Planning Statement should demonstrate how any pre-application advice has been taken into account, and where recommendations have not been adopted, or have only been partially adopted, or if no pre-application advice has been sought, a robust justification for this should be made
- **Planning History** – the Planning Statement should contain references to the full planning history of the site including previous applications and present and previous uses to help set the context of the new proposal

Policy

Bolton Council's Statement of Community Involvement states at paragraph 6.17 that the Council encourages developers to carry out their own pre-application consultation exercises on major development proposals as a means of promoting a more transparent and accountable planning system. Although this is not a statutory requirement it does aim to build on the minimum consultation requirements and in particular encourage more pre-application discussions and earlier community consultation. Although there is no legal obligation for applicants to undertake any of the above steps, failure to consult properly is likely to lead to objections being made by interested parties, which could be material to the determination of the application. The Council regards such an approach as a way of avoiding unnecessary objections being made at a later stage and is therefore in the applicant's best interest. Developers are encouraged to undertake consultation that they consider most appropriate to their case. The Council consider that it is for developers to determine the extent and preferred methods used for consultation. Possible examples of consultation that could be useful include:

- making detailed proposals available for public view at the site (e.g. drawings, photo montages and sketched mounted on the site boundary, including 3D representations where possible)
- public exhibitions - via a website and in person
- circulate a leaflet or letter outlining the proposals within the vicinity

- arrange a meeting with groups in the community (e.g. Parish Council, residents' associations, interested parties, ward councillors, neighbours), giving sufficient advance notice
- hold interactive virtual or in person workshops to elicit feedback from the community
- use of social media as appropriate to engage with interested parties
- discussions with National Highways where proposals may affect a trunk road either directly or indirectly as a result of development generated traffic

National Planning Policy Framework – Paragraph 40 encourages both pre-application engagement with the local planning authority and also community engagement. Paragraph 41 states that the more issues that can be resolved at pre-application stage, including the need to deliver improvements in infrastructure and affordable housing, the greater the benefits. It also notes the benefits of local planning authorities issuing timely decisions, helping to ensure that applicants do not experience unnecessary delays and costs. Paragraph 43 states that the right information is crucial to good decision-making.

Guidance

Planning Practice Guidance – Before submitting an application

Planning Practice Guidance – Making an application

Planning Practice Guidance – Fees for applications

Planning Practice Guidance - Consultation and pre-decision matters

Planning Practice Guidance - Determining an application

Planning Practice Guidance – Use of planning conditions

Planning Practice Guidance – Planning obligations

Planning Practice Guidance - Flexible options for planning permissions

Bolton Council – Pre-application Advice Service

Bolton Council – Statement of Community Involvement

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Public Art

When Required

- Major Development on sites with an area of 1 hectare or more
- Major Development, including conversions, involving more than 2,500 square metres of floorspace (individually or cumulatively)
- Major Development, including conversions, that would result in 50 dwellings or more, unless it can be demonstrated that the cumulative floorspace would not exceed 2,500 square metres

Requirement

If the development falls within the criteria above, proposals for the provision of public art within the development will be required in order for the application to be validated. The proposals should take account of the guidance contained within the Infrastructure and Planning Contributions SPD

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse
- All Minor development

Policy

Places for Everyone – Objective 4 seeks to (amongst other things) enhance the cultural, heritage and educational assets of the area

Policy JP-P1 of Places for Everyone states that the local planning authorities aim to become one of the most liveable city regions in the world, consisting of a series of beautiful and varied places that are distinctive with a clear identity that conserves and enhances local history and culture and enables a clear understanding of how the place has developed.

Development should be visually stimulating, creating interesting and imaginative environments which raise the human spirit through the use of green space, public art and quality design.

Bolton's Core Strategy – Policy IPC1 expects public art from all development above one hectare in area or from the construction of buildings containing the threshold of 2500 square metres of floor space.

National Planning Policy Framework – as well as containing an economic and an environmental objective, paragraph 8 contains a social objective, which includes supporting strong, vibrant and healthy communities by fostering well-designed, beautiful and safe places, with accessible services and open spaces that reflect current and future needs and support communities' health, social and cultural well-being.

Paragraph 97 states that planning decisions should take into account and support the delivery of local strategies to improve health, social and cultural well-being for all sections of the community.

Guidance

Bolton Council - Infrastructure and Planning Contributions SPD

Public Art Online

Arts Council - Art and Place Shaping

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Residential Standards Statement

When Required

- All Major Development and Minor Residential Development, including conversions and mixed-use development

Requirement

If the development falls within the criteria above, a Residential Standards Statement will be required in order for the application to be validated. The Residential Standards Statement should demonstrate:

- How compliance with the Technical housing standards – nationally described space standard has been achieved within the development, and
- How compliance with the interface distances contained within the General Design Principles SPD has been achieved within the development
- How compliance with the minimum standards for external amenity space contained within the General Design Principles SPD has been achieved within the development (50 sqm for dwellinghouses, 5 sqm private space per apartment or 18 sqm communal space per apartment)

The statement should contain a schedule of each residential unit, referencing the number of bedrooms and bedspaces (e.g. 3b4p) and assessing the unit against the relevant standard. The plans should show how this area has been calculated and should take account of the requirements for bedroom size, storage space and headroom set out within section 10 of the standards.

Plans should be marked up with all relevant interfaces to demonstrate compliance with the standards of the General Design Principles SPD and any external amenity space should be clearly marked as such, together with the relevant area measurements. Areas used for the storage of bins or are otherwise not capable of being used as amenity space should not be counted as such.

Any instances of non-compliance should be robustly justified within the statement. The Council's expectation is that developments with no or significantly limited external amenity space should be compensated for with layouts that significantly exceed the national standards for internal space.

If the information required by the statement is instead contained within a Planning Statement, a covering letter should make this clear.

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse
- Non-residential Development

Policy

Places for Everyone – Policy JP-H3.1 Type, Size and Design of New Housing states that all new dwellings must comply with the nationally described space standards.

PfE Policy JP-P1.15a states that all development, wherever appropriate, should be consistent with and have the key attribute of being (amongst other things) comfortable and inviting, with indoor and outdoor environments that offer a high level of amenity.

National Planning Policy Framework – Paragraph 135(f) states that planning decisions should ensure that developments create places that are safe, inclusive and accessible and which promote health and well-being, with a high standard of amenity for existing and future users.

Guidance

Planning Practice Guidance – Housing: Optional Technical Standards

National Design Guide

Supplementary Planning Guidance – General Design Principles

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Self-Build / Custom Housebuilding Statement

When Required

- Applications where the box for “Self-build and Custom Build” has been ticked within the “Residential/Dwelling Units” section of the application form, or an exemption from planning requirements is claimed on this basis

Requirement

If the development falls within the criteria above, a Self-Build / Custom Housebuilding Statement will be required in order for the application to be validated. The statement should contain:

- the name and address of the individual or the association
- the name and address (if different from that of the association) of the lead contact
- the number of serviced plots of land in the application site which are proposed for self-build or custom housing.
- evidence that confirms that the property will meet the definition of self or custom housebuilding

The Self-build and Custom Housebuilding Act 2015 defines self and custom housebuilding as “the building or completion by: individuals; associations of individuals; or persons working with or for individuals or associations of individuals, of houses to be occupied as homes by those individuals”. It does not include “the building of a house on a plot acquired from a person who builds the house wholly or mainly to plans or specifications decided or offered by that person”. This means that the person who first lives in the house must have the primary input into the design of the home if it is to be considered self-build.

Not Required

- Major residential developments, as these cannot meet the criteria for Self-Build or Custom Build

Policy

Places for Everyone – Policy JP-H3 of states that development across the plan area should seek to incorporate a range of dwelling types and sizes including for self-build and community led building projects to meet local needs and deliver more inclusive neighbourhoods.

National Planning Policy Framework – Paragraph 70 notes that small and medium sized sites can make an important contribution to meeting the housing requirement of an area and are often built-out relatively quickly. To promote the development of a good mix of sites local planning

authorities should seek opportunities, through policies and decisions, to support small sites to come forward for community-led development for housing and self-build and custom-build housing.

Guidance

[Planning Practice Guidance – Self Build and Custom Housebuilding](#)

[Bolton Council – Self Build and Custom Build Register](#)

[National Custom and Self Build Association](#)

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Sustainability – Carbon & Energy Statement

When Required

- All Major Development and Minor Development that creates new floorspace
- All changes of use that create new dwellings, either by conversion or subdivision

Requirement

Policy JP-S2.5 of Places for Everyone sets the expectation that, from 2025, new development will be net zero carbon in terms of both regulated and unregulated operational carbon emissions – unless it can be demonstrated that it is not practicable or financially viable.

If the development falls within the criteria above, one of the following elements will be required in order for the application to be validated.

- a Carbon and Energy Statement will be required that demonstrates how PfE Policies JP-S2 and S3 have been complied with, or
- a robust justification as to why it is not practicable to comply with the requirements of PfE Policies JP-S2 and S3, or
- A Viability Assessment that demonstrates why it is not possible to comply with the requirements of PfE Policy JP-S2, together with confirmation that the Applicant is in principle (subject to a quote) willing to meet the costs of the Viability Assessment being tested by a third party

Please note that applications that meet the criteria but do not contain one of the above elements will be treated as invalid, as will applications that seek to reserve the majority of consideration of these issues to the Building Regulations stage.

It should be noted that Policies JP-S2 and S3 contain a range of measures by which a carbon neutral Greater Manchester can be delivered, however two measures of note are:

- An expectation that new residential development will be provided with a photovoltaic installation equating to at least 20% of the proposed ground floor space

- An expectation that new non-residential development will achieve at least BREEAM excellent standard

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Places for Everyone – Objective 7 states that local planning authorities will play their part in ensuring that Greater Manchester is a more resilient and carbon neutral city-region by (amongst other things) promote carbon neutrality of new development by 2028, promoting sustainable patterns of development that minimise the need to travel and contribute to cleaner air, locating and designing development to reduce car dependency, facilitating the provision of infrastructure for cleaner vehicles and improving energy efficiency and the generation of renewable and low carbon energy.

Policy JP-S2.5 of Places for Everyone sets the expectation that, from 2025, new development will be net zero carbon in terms of both regulated and unregulated operational carbon emissions – unless it can be demonstrated that it is not practicable or financially viable. From 2028, this will also need to include emissions during the construction phase.

National Planning Policy Framework – Paragraph 7 states that the purpose of the planning system is to contribute to the achievement of sustainable development, including the provision of homes, commercial development, and supporting infrastructure in a sustainable manner. At a very high level, the objective of sustainable development can be summarised as meeting the needs of the present without compromising the ability of future generations to meet their own needs. As well as containing an economic and a social objective, paragraph 8 contains an environmental objective, which includes using natural resources prudently, minimising waste and pollution, and mitigating and adapting to climate change, including moving to a low carbon economy.

Paragraph 157 states that the planning system should support the transition to a low carbon future in a changing climate, taking full account of flood risk and coastal change. It should help to: shape places in ways that contribute to radical reductions in greenhouse gas emissions, minimise vulnerability and improve resilience; encourage the reuse of existing resources, including the conversion of existing buildings; and support renewable and low carbon energy and associated infrastructure.

Paragraph 162 states that in determining planning applications, local planning authorities should expect new development to comply with any development plan policies on local requirements for decentralised energy supply unless it can be demonstrated by the applicant, having regard to the type of development involved and its design, that this is not feasible or viable; and to take account of landform, layout, building orientation, massing and landscaping to minimise energy consumption.

Guidance

Bolton Council – Sustainable Design & Construction SPD

Planning Practice Guidance – Climate Change

Planning Practice Guidance – Renewable and Low Carbon Energy

Building Regulations - Conservation of Fuel and Power – Approved Document L

Future Homes Hub

BREEAM

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SuDS Drainage Strategy

When Required

- All Major Development
- All Minor Development within Flood Zones 2 and 3
- All Minor Development for 5 dwellings or more or creating 500 square metres or more new floorspace (Policy CG2.2(c), Bolton's Core Strategy)

Requirement

If the development falls within the criteria above, a SuDS Drainage Strategy will be required in order for the application to be validated. The minimum requirements that constitute a SuDS Drainage Strategy are set out within the NW Suds Pro-Forma. Completed pro-forma and the evidence listed within it must be completed in full and provided in order for the application to be validated. You should follow the guidance linked below, including Sustainable Drainage Systems – advice for developers (Bolton Council, 2015). If the strategy is for a form of SuDS that does not deliver multifunctional benefits, the Council will expect to see a robust justification for this. Similarly, engagement with the hierarchy of surface water drainage discharge options should be robustly evidenced. It should be noted that PfE Policy JP-S4 expects new development to achieve greenfield run-off rates unless it is demonstrated to be impracticable. The submitted information should clearly set out the maintenance standard and management arrangements that will apply for the lifetime of the development, and how this will be implemented.

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse

Policy

Bolton's Core Strategy – Policy CG2.2(c) states that the Council will ensure that all proposals for 5 or more residential units, or 500m² or greater non-residential units will demonstrate the sustainable management of surface water run-off from developments.

Places for Everyone – Objective 8 promotes the role of green space in climate resilience and reducing flood risk.

Policy JP-S4 of Places for Everyone states that the local planning authority will expect developments to:

- manage flood risk by working with natural processes, adopting a natural flood management approach to slow the speed of water drainage and intercept water pollutants.
- manage surface water runoff through sustainable drainage systems and as close to source as possible.
- achieve greenfield run-off rates unless it is demonstrated to be impracticable.
- ensure that sustainable drainage systems are designed to provide multifunctional benefits wherever possible; are delivered in a holistic and integrated manner and are managed and maintained appropriately to ensure their proper functioning over the lifetime of the development.

National Planning Policy Framework – paragraph 175 states that major developments should incorporate sustainable drainage systems unless there is clear evidence that this would be inappropriate. The systems used should take account of advice from the lead local flood authority, have appropriate proposed minimum operational standards, have maintenance arrangements in place to ensure an acceptable standard of operation for the lifetime of the development and, where possible, provide multifunctional benefits.

Guidance

Planning Practice Guidance – Flood Risk and Coastal Change

Sustainable drainage systems: non-statutory technical standards

Sustainable Drainage Systems – advice for developers (Bolton Council, 2015)

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Telecommunications Justification

When Required

- All proposals for telecommunications development, including Prior Notification applications under Part 24 of the Schedule 2 of the Town & Country Planning (General Permitted Development) Order 1995 (as amended)

Requirement

If the development falls within the criteria above, a Telecommunications Justification will be required in order for the application to be validated. The Telecommunications Justification and the submission should contain, as a minimum:

- a signed declaration that the equipment and installation fully comply with the ICNIRP requirements
- details of alternative sites rejected with a justification for rejecting them. This should include existing masts, structures and other buildings within the search area

It is also recommended that the justification contains:

- site type (micro or macro)
- area of search for alternative sites
- details of the proposed structure including the type of structure and its dimensions, height of existing building and details of the size of equipment housing and materials
- a statement explaining the reasons for the choice of the design
- technical information including the frequency, modulation characteristics, power output and the height of the proposed antenna
- technical justification - details about the purpose of the site and why the particular development is required
- confirmation as to whether the Council's mast register and/or the industry site database has been checked for suitable sites
- details of annual rollout or other pre application discussions with the Council
- details of all consultations carried out and a summary of any responses
- a map showing the relationship of the application site to schools and other telecommunication equipment in the vicinity
- details of any consultations carried out with any school or further education college if relevant
- an explanation if no alternatives have been considered

- visual impact assessment where relevant

Policy

Places for Everyone – Objective 9 seeks to improve the capacity and network coverage of digital and telecoms in key growth locations.

Policy JP-C2: Digital Connectivity states that the Local Planning Authorities support the provision of a range of measures of affordable, high quality, digital infrastructure, including enabling the roll-out of latest generation mobile technology and full fibre, in a way that maximises coverage whilst protecting townscape quality and ensuring an ability to respond to updated/changing technology.

National Planning Policy Framework – Paragraph 119 states that the number of radio and electronic communications masts, and the sites for such installations, should be kept to a minimum consistent with the needs of consumers, the efficient operation of the network and providing reasonable capacity for future expansion. Use of existing masts, buildings and other structures for new electronic communications capability (including wireless) should be encouraged. Where new sites are required (such as for new 5G networks, or for connected transport and smart city applications), equipment should be sympathetically designed and camouflaged where appropriate.

Paragraph 121 states that applications for electronic communications development (including applications for prior approval under the General Permitted Development Order) should be supported by the necessary evidence to justify the proposed development. This should include:

- (a) the outcome of consultations with organisations with an interest in the proposed development, in particular with the relevant body where a mast is to be installed near a school or college, or within a statutory safeguarding zone surrounding an aerodrome, technical site or military explosives storage area; and
- (b) for an addition to an existing mast or base station, a statement that self-certifies that the cumulative exposure, when operational, will not exceed International Commission guidelines on non-ionising radiation protection; or
- (c) for a new mast or base station, evidence that the applicant has explored the possibility of erecting antennas on an existing building, mast or other structure and a statement that self-certifies that, when operational, International Commission guidelines will be met.

Guidance

Mobile UK – Codes of Practice

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Town Centre Uses – Sequential Assessments and Impact Assessments

When Required

Sequential Assessment

- All developments (including changes of use) for a Main Town Centre Use that involve more than 250 square metres of floor space (including ancillary storage etc.) and are proposed outside of any of Bolton's allocated Shopping Areas (Bolton Town Centre, Local Town Centres, District Centres, Local Shopping Centres) as defined on the Allocations Plan

Impact Assessment

- All developments (including changes of use) for a retail or leisure use that involve more than 2,500 square metres of floor space (including ancillary storage etc.) and are proposed outside of any of Bolton's allocated Shopping Areas (Bolton Town Centre, Local Town Centres, District Centres, Local Shopping Centres) as defined on the Allocations Plan

Requirement

If the development falls within the criteria above, a Sequential Assessment or Impact Assessment as necessary will be required in order for the application to be validated.

The content should take account of the Government's guidance on assessing Sequential and Impact Assessments.

Policy

Places for Everyone – Paragraphs 9.24 and 9.25 anticipate that despite the significant increase in the resident, working and visiting populations set out within the plan, most of the demand for new retail and leisure floorspace can be accommodated within existing centres. For this reason, in accordance with national planning policy, it is appropriate for retail and leisure facilities to be directed towards designated centres wherever possible, in order to maintain the vitality and viability of those centres, and their continued ability to meet the needs of residents. Policy JP-P4 therefore defines Bolton town centre as a main town centre and states that the lower level of the hierarchy will continue to be defined within local plans.

National Planning Policy Framework – Paragraph 90 states that planning decisions should support the role that town centres play at the heart of local communities, by taking a positive approach to their growth, management and adaptation.

Paragraph 91 states that local planning authorities should apply a sequential test to planning applications for main town centre uses which are neither in an existing centre nor in accordance with an up-to-date plan. Main town centre uses should be located in town centres, then in edge of centre locations; and only if suitable sites are not available (or expected to become available within a reasonable period) should out of centre sites be considered. The NPPF goes on to state that when considering edge of centre and out of centre proposals, preference should be given to accessible sites which are well connected to the town centre. Applicants and local planning authorities should demonstrate flexibility on issues such as format and scale, so that opportunities to utilise suitable town centre or edge of centre sites are fully explored.

On the matter of Impact Assessments, paragraph 94 states that when assessing applications for retail and leisure development outside town centres, which are not in accordance with an up-to-date plan, local planning authorities should require an impact assessment if the development is over a proportionate, locally set floorspace threshold (if there is no locally set threshold, the default threshold is 2,500m² of gross floorspace). This should include assessment of:

- (a) the impact of the proposal on existing, committed and planned public and private investment in a centre or centres in the catchment area of the proposal; and
- (b) the impact of the proposal on town centre vitality and viability, including local consumer choice and trade in the town centre and the wider retail catchment (as applicable to the scale and nature of the scheme).

The NPPF concludes by stating at paragraph 95 that where an application fails to satisfy the sequential test or is likely to have significant adverse impact on one or more of the considerations in paragraph 94, it should be refused.

Guidance

Planning Practice Guidance – Ensuring the Vitality of Town Centres

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Transport Statement, Transport Assessment and Travel Plan

When Required

The thresholds for Transport Statements, Transport Assessments and Travel Plans are set out in the [Accessibility, Transport and Safety SPD](#) and are summarised below, updated for the 2020 changes to the Use Classes Order. Note that the thresholds apply equally to new buildings, conversions and extensions.

Development Type	No Assessment Needed	Transport Statement	Transport Assessment and Travel Plan
Food Retail (E(a))	Less than 250 square metres	Between 250 and 800 square metres	More than 800 square metres
Non- food Retail (E(a))	Less than 800 square metres	Between 800 and 1500 square metres	More than 1500 square metres
Financial and Professional Services (E(c))	Less than 1000 square metres	Between 1000 and 2500 square metres	More than 2500 square metres
Business, Office, Light industrial (E(g))	Less than 1500 square metres	Between 1500 and 2500 square metres	More than 2500 square metres
General industrial (B2)	Less than 2500 square metres	Between 2500 and 4000 square metres	More than 4000 square metres
Storage and distribution (B8)	Less than 3000 square metres	Between 3000 and 5000 square metres	More than 5000 square metres
Residential institutions - hospitals, nursing homes (C2)	Less than 30 beds	Between 30 and 50 beds	More than 50 beds
Dwelling houses (C3)	Less than 50 units	Between 50 and 80 units	More than 80 units

Schools (F1(a)) and Places of Worship (F1(f))	Less than 250 square metres	Between 250 and 800 square metres	More than 800 square metres
Other Non-residential Institutions (E(e) & E(f))	Less than 500 square metres	Between 500 and 1000 square metres	More than 1000 square metres
Assembly and leisure (E(d))	Less than 500 square metres	Between 500 and 1500 square metres	More than 1500 square metres

Thresholds based on considerations other than the planning use class:

Any development that is not in conformity with the adopted Development Plan (Departure)	Transport Assessment and Travel Plan
Any development generating 30 or more two-way vehicle movements in any hour	Transport Assessment
Any development generating 100 or more two-way vehicle movements per day	Transport Assessment
Any development proposing 100 or more parking spaces	Transport Assessment
Any development that is likely to increase accidents or conflicts among motorised users and non-motorised users, particularly vulnerable road users such as children, disabled and elderly people	Transport Assessment and Travel Plan
Any development generating significant freight or HGV movements per day, or significant abnormal loads per year	Transport Assessment
Any development proposed in a location where the local transport infrastructure is inadequate - for example, substandard roads, poor pedestrian / cyclist facilities and inadequate public transport provisions	Transport Assessment
Any development proposed in a location within or adjacent to an Air Quality Management Area	Transport Statement

Requirement

If the development falls within the criteria above, a Transport Statement, Transport Assessment and / or Travel Plan (as necessary, based on the tables) will be required in order for the application to be validated. Guidance on the Council's expectations in relation to the content and level of information can be found in the [Accessibility, Transport and Safety SPD](#)

Applicants are encouraged to ensure that they take full account of the "Connected Places" section of [Places for Everyone](#) (paragraphs 10.1 to 10.81) and Policies JP-C1 to JP-C8. Bolton Council expects new development to be designed in accordance with the principles set out in the [Streets For All Strategy and Design Guide](#).

Not Required

- Applications for House Extensions / Development Within the Curtilage of a Dwellinghouse
- Developments where evidence is provided to demonstrate that the impact on vehicle movements or parking demands would be zero

Policy

[Places for Everyone](#) – Objective 2 seeks to focus new homes in the town centres and within 800m of public transport hubs together with prioritising sustainable modes of transport to reduce the impact of vehicles on communities. Objective 5 seeks to prioritise development in well-connected locations. Objective 6 seeks to ensure new development is designed to encourage and enable active and sustainable travel. Objective 7 seeks to promote sustainable patterns of development that minimise the need to travel and contribute to cleaner air, locate and design development to reduce car dependency and facilitate the provision of infrastructure for cleaner vehicles. Objective 10 seeks to reduce the health impacts of air pollution through accessibility of sustainable travel such as public transport, cycling and walking.

Policies JP-C7.1 and JP-C8.14 expect new development to make appropriate provision for deliveries and servicing in terms of road safety, traffic congestion and environmental impacts. Delivery and Servicing Plans are a requirement for appropriate developments and adequate provision should be made for road safety requirements reduces transport emissions and other environmental impacts, reduces traffic congestion, the number of vehicle movements and the need for repeat deliveries.

Policy JP-C8 requires new development to make adequate car parking provision, including for disabled drivers and passengers, ensuring that car parking provision is well integrated and unobtrusive, so it supports the street scene and where appropriate parking provision should be flexible and can be adapted over time to reflect demand. The policy expects development to incorporate enough secure and covered cycle parking to meet long-term demand from occupiers and visitors in a convenient location that helps to maximise its use. It also expects that workplaces,

where appropriate will provide showers, changing facilities and lockers for cyclists and walkers, pool or hire bikes for use by occupiers together with information in advance about facilities to visitors.

Policy JP-C8 states that where a Transport Assessment is required, this should start with a vision of what the development/allocation is seeking to achieve and then test a set of scenarios to determine the optimum design and transport infrastructure to realise this vision. Consultation should be undertaken, at pre-application stage, with the relevant local highway authorities to agree which committed developments / allocations and which potential transport interventions should be considered, with reference to proposed mitigation schemes contained within Appendix D.

Bolton's Core Strategy – Appendix 3, Parking Standards

National Planning Policy Framework – Paragraph 108 states that transport issues should be considered from the earliest stages of development proposals, so that the potential impacts of development on transport networks can be addressed, opportunities to promote walking, cycling and public transport use can be identified and pursued, so that the environmental impacts of traffic and transport infrastructure can be identified, assessed and taken into account and that patterns of movement, streets, parking and other transport considerations are integral to the design of schemes, and contribute to making high quality places.

Paragraph 109 states that significant development should be focused on locations which are or can be made sustainable, through limiting the need to travel and offering a genuine choice of transport modes in order to reduce congestion and emissions and improve air quality and public health.

Paragraph 114 states that planning decisions should ensure that appropriate opportunities to promote sustainable transport modes can be – or have been – taken up, that safe and suitable access to the site can be achieved for all users, that the design of streets, parking areas and other transport elements reflects current national guidance, including the National Design Guide and the National Model Design Code 48, that any significant impacts from the development on the transport network (in terms of capacity and congestion), or on highway safety, can be cost effectively mitigated to an acceptable degree.

Paragraph 115 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.

Paragraph 116 states that applications for development should give priority first to pedestrian and cycle movements, both within the scheme and with neighbouring areas; and second – so far as possible – to facilitating access to high quality public transport, with layouts that maximise the catchment area for bus or other public transport services They should also address the needs of people with disabilities and reduced mobility in relation to all modes of transport, create places that are safe, secure and attractive – which minimise the scope for conflicts between pedestrians, cyclists and vehicles, avoid unnecessary street clutter, and respond to local character and design standards, that allow for the efficient delivery of goods, and access by service and emergency vehicles and that are designed to enable charging of plug-in and other ultra-low emission vehicles in safe, accessible and convenient locations.

Paragraph 117 states that all developments that will generate significant amounts of movement should be required to provide a travel plan, and the application should be supported by a transport statement or transport assessment so that the likely impacts of the proposal can be assessed.

Guidance

[Planning Practice Guidance](#) – Travel Plans, Transport Assessment and Statements

[Planning Practice Guidance](#) – Air Quality

[Bolton Council](#) - Accessibility, Transport and Safety SPD

[Transport for Greater Manchester](#) - Greater Manchester Transport Strategy 2040

[Transport for Greater Manchester](#) - Streets for All Strategy

[Transport for Greater Manchester](#) - Streets for All Design Guide

[Transport for Greater Manchester](#) - Streets for All Design Check

[Manual For Streets](#)

[Network Rail](#) – Asset Protection and Optimisation

[National Highways](#) - Planning and the strategic road network in England

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Tree Surveys - Arboricultural Impact Assessment, Tree Constraints Plan, Tree Protection Plan, Mitigation Planting Plan and Method Statements

When Required

- All development (including house extensions) where there are trees within the site or within 10 metres of the red edge of the site with a stem diameter of greater than 75mm when measured at 1.5 metres above ground level
- All development (including house extensions) where there are hedges within the site

If the applicant / agent is of the view that any trees or hedges that meet the criteria above do not justify the need for an Arboricultural Impact Assessment, they may wish to instead provide a letter to this effect from a qualified Arborist confirming that there are no trees or hedges of merit on the site that could be potentially affected by the development.

However, applications that meet the criteria above, but have neither an Arboricultural Impact Assessment nor a justification from an Arborist, will be returned.

Requirement

If the development falls within the criteria above, an Arboricultural Impact Assessment (to the standards of BS5837:2012) will be required in order for the application to be validated. This should include a baseline Tree Survey (including hedges), a Tree Constraints Plan and an assessment of the impact of the development on those trees and hedges.

Should the Arboricultural Impact Assessment indicate that it is necessary to remove any trees, a Mitigation Planting Plan should be provided with the submission, based on the "2 for 1" principle of Policy JP-G7.12 of [Places for Everyone](#)

Should the Arboricultural Impact Assessment indicate that that it is necessary to protect trees and hedges during the period that the works are being carried out, this information (Tree Protection Plan, Section 5.5 of BS5837:2012) should be contained within the AIA. Similarly, if the AIA indicates that a precautionary approach needs to be taken in terms of how the development is carried out, an Arboricultural Method Statement should be provided with the submission.

It should also be borne in mind that any loss of trees or hedges from a development site will need to be taken into account in terms of the legal requirement to deliver 10% Biodiversity Net Gain (unless the development is exempt). You should also be aware that a licence from the Forestry Commission may be required for felling that would result in the removal of 5 cubic metres of timber

Note that even though some forms of development may not directly impact upon trees (for example minor works to the elevation of a building), it is still necessary to consider the indirect impact on trees caused by activities during the construction period whilst the works are being carried out – for examples, vehicle movements, storage of materials, cabins etc.

Not Required

- Applications for Advertisement Consent, Certificates of Lawfulness, Larger Home Extension Notifications, Listed Building Consent, Permission in Principle, applications for Prior Approval
- Applications accompanied by a letter from a qualified Arborist confirming that there are no trees or hedges of merit on the site that could be potentially affected by the development

Note that the grant of one of the above consents does not override or authorise any works to a tree that is the subject of a Tree Preservation Order or a tree within a Conservation Area – the relevant procedure would still need to be followed.

Policy and Legislation

Section 197 of the Town & Country Planning Act 1990 places a statutory duty on Local Planning Authorities to ensure, whenever it is appropriate, that in granting planning permission for any development adequate provision is made, by the imposition of conditions, for the preservation or planting of trees.

Places for Everyone – Objective 8 seeks to improve the quality of the natural environment, enhancing green infrastructure and biodiversity.

Policy JP-Strat13 recognises trees as a strategic green infrastructure asset and seeks to protect and enhance them.

Policy JP-G7 of Places for Everyone aims to significantly increase tree cover, protect and enhance woodland, and connect people to the trees and woodland around them by (amongst other things) requiring replacement on the basis of two new trees for each tree lost (or other measures that would also result in a net enhancement in the character and quality of the treescape and biodiversity value in the local area, with a

preference for on-site provision) where development would result in the loss of existing trees and also by protecting trees and woodland during the construction phase of development.

National Planning Policy Framework – Paragraph 136 states that trees make an important contribution to the character and quality of urban environments and can also help mitigate and adapt to climate change. It also states that planning decisions should ensure that existing trees are retained wherever possible.

Guidance

Planning Practice Guidance – Natural Environment

Planning Practice Guidance - Tree Preservation Orders and trees in conservation areas

National Design Guide – paras 29, 77, 79, 86, 89, 90, 100, 129 and 148

The Arboricultural Association – Trees and the Planning System

Mapping GM – Opportunities for new planting are shown here

Forestry Commission – Tree felling licenses

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Definitions

Main Town Centre Uses, as defined by Annex 2 of the National Planning Policy Framework

Retail development (including warehouse clubs and factory outlet centres); leisure, entertainment and more intensive sport and recreation uses (including cinemas, restaurants, drive-through restaurants, bars and pubs, nightclubs, casinos, health and fitness centres, indoor bowling centres and bingo halls); offices; and arts, culture and tourism development (including theatres, museums, galleries and concert halls, hotels and conference facilities).

Major Development

Residential development for 10 dwellings or more

Non-residential development creating 1,000 square metres or more new floorspace

Development carried out on a site having an area of 1 hectare or more, including changes of use

The winning and working of minerals or the use of land for mineral-working deposits

Waste development

Minor Development

Residential development for less than 10 dwellings

Non-residential development creating less than 1,000 square metres new floorspace

Development carried out on a site having an area of less than 1 hectare, including changes of use

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