

UTTLESFORD DISTRICT COUNCIL

Council Offices, London Road, Saffron Walden, Essex CB11 4ER
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Mr N Bennett
Magenta Planning
6 Rowben Close
London
N20 8QR

29th June 2023

Your ref:

Our ref: **UTT/22/3508/PA**

Please ask for: [REDACTED]

Dear Mr Bennett

Pre-application Planning Advice Note

Further to your request for pre-application planning advice of 13th March 2023 and our subsequent meeting, I have set out officers' response below. I also include (attached) the formal pre application notes from the Council's Heritage Officer.

Yours sincerely

[REDACTED]

[REDACTED]

Senior Planning Officer

Site Address: Land West of The Downs, Stebbing, Essex

Proposal: 28 residential unit scheme (50% private/50% affordable), together with landscaping and amenity space.

Documents submitted: Planning Statement, updated Masterplan, revised housing layout, location plans, school parking layout plans.

Meeting Date: 11th May 2023

Council Officers: [REDACTED]

Summary of Officers' Advice

From the information submitted the principle of the development at this location is not supported. The pre application site forms part of Local Green Space as per the policies within the made Stebbing Neighbourhood Plan. The Neighbourhood Plan holds substantial weight and the designated Local Green Space (LGS) should be managed/ considered as per the definition of Green Belt within the NPPF. As such the proposed development does not fall within the definition of "appropriate development.

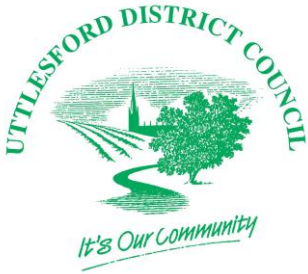
From the information set out in this pre application and although positive, I do not consider the proposed "very special circumstances" or planning benefits would outweigh the harm caused to Local Green Space (LGS).

The improvements to the landscape and access of the LGS would be the most significant very special circumstance in this proposal, however due to the lack of detailed information at this time I can't support proposal. I suggest the proposal will need to be supported by a detailed landscape appraisal that sets out how the development will improve the LGS and ultimately how this very special circumstance will outweigh the harm.

In conclusion to the heritage assessment the pre-application illustrates a considerate strategy towards the Heritage Assets. However further details are required to fully justify the development within its heritage context.

In considering heritage and conservation only, there is potential for the application to receive support. A heritage led approach should be progressed, and all supporting heritage assessments and architectural and landscape design details should be developed to clearly communicate that the development will not negatively impact the heritage assets and nearby Conservation Area.

In conclusion, due to the impact to the Local Green Space and conservation/ heritage harm and the lack of information that demonstrates the harm is mitigated or outweighed by the very special benefits of the scheme, I am unable to support the proposed development.



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Next steps/recommendations

Officers raise concerns in regards to the location and principle of the development and whether the very special circumstances of the development will outweigh the harm to the Local Green Space. I advise a detailed landscape appraisal will be required to demonstrate the enhancement to the landscape and access to the LGS. This will then provide the Council a base to whether the principle of the development can be supported.

Therefore, it is suggested that further pre-application assessments are held so that officers can consider these matters and comment in more detail prior to a planning application for the scheme being submitted.

It is recommended that the proposed scheme could be presented to Members of the Planning Committee (subject to fee) at an early stage to make them aware of a likely upcoming planning application.

It is also recommended that community and Parish Council engagement is sought, I appreciate we have discussed engagement with the Parish Council and this is being looked into at this time.

Detailed Considerations

Proposal and Context

The proposal is for a residential-led development of approximately 28 dwellings with associated landscaping and car parking (to include 50% affordable housing provision).

The proposal will include 14 open market dwellings, including 11 dwellings comprising 6, three bedroom units; 3, four bedroom units and 2, five bedroom units arranged in two small groupings of 6 and 5 dwellings (refer to sub-plots A and B respectively within Parcel 1A).

3 Self-Build units dwelling will also be included.

14 affordable dwellings are proposed, comprising of 3, three bedroom units; 6, one bedroom units; and 5, two bedroom units.

Parking provision to provide 36-40 spaces for Stebbing Primary School and a flexible community use building dedicated to the Parish (or alternatively an affordable local employment unit) within this area.

The application site comprises of land to the south west of The Downs in Stebbing. The site is divided into 2 sites, 1A and 1B with areas of 3.64ha and 2.15ha

respectively, comprising rough grazing land, located adjacent to the existing settlement boundary of the village.

The application site is in close proximity to the Conservation Area, Listed Buildings and scheduled monument (The Mount- Stebbing Park).

The site forms part of Local Green Space as designated within the Stebbing Neighbourhood Plan.

Principle of Development & Land Use

The Local Plan places the site beyond the defined Development Limits for towns and villages, and therefore in a countryside location whereby development for housing is inconsistent with Policies S7 and H1

The location of the development site is within close proximity to the centre of the village of Stebbing. The NPPF is clear that achieving sustainable development, the social objective seeks to ensure that a sufficient number and range of homes can be provided to meet the needs of present and future generations. Paragraph 79 sets out to promote sustainable development in rural areas advising that housing should be located where it will enhance or maintain the vitality of rural communities and provide opportunities for villages to grow and thrive, especially where this will support local services.

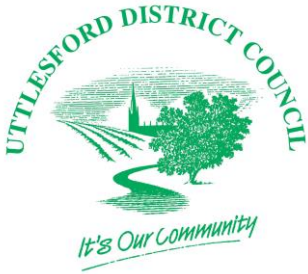
Due to the location of the site the residents of new houses would be likely to contribute to the social life of the settlement and help support its services and facilities. Residents would contribute to local services in the long term. This is a location where development in one village is also likely to support services in villages nearby.

Most journeys by future residents, are likely to be by private vehicle, however it is acknowledge a limited bus service is available. Car journeys to more local facilities and services would be relatively short and provision can be made to encourage the use of more sustainable vehicles, walking and cycling. Although there would be a reliance on the use of private vehicle it may necessarily not be a matter that would weigh against the proposal in this case.

The pre application site is located with Local Green Space as defined within the Stebbing Neighbourhood Plan. Policy STEB4 of the neighbourhood plan set out the following:

Local Green Space

The following spaces, as shown on Map 9 and the Policies Map, are designated Local Green Spaces, in accordance with NPPF paragraphs 101-103, being considered to be demonstrably special to the Parish of Stebbing and accordingly justify designation. The proposed spaces are:



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Field opposite Stebbing Primary School
Field opposite The Downs

Paragraphs 101-103 of the NPPF set out the following:

101

The designation of land as Local Green Space through local and neighbourhood plans allows communities to identify and protect green areas of particular importance to them. Designating land as Local Green Space should be consistent with the local planning of sustainable development and complement investment in sufficient homes, jobs and other essential services. Local Green Spaces should only be designated when a plan is prepared or updated, and be capable of enduring beyond the end of the plan period.

102

The Local Green Space designation should only be used where the green space is:

- a) in reasonably close proximity to the community it serves;
- b) demonstrably special to a local community and holds a particular local significance, for example because of its beauty, historic significance, recreational value (including as a playing field), tranquillity or richness of its wildlife; and
- c) local in character and is not an extensive tract of land.

103.

Policies for managing development within a Local Green Space should be consistent with those for Green Belts

Paragraph 101 and 102 sets out the requirements of Local Green Space, in this regards the neighbourhood plan is made and holds full weight.

Paragraph 103 considers how local green space should be managed and that the management of these site should take a consistent approach with Green Belts. As such I consider the development of this site is very restrictive and is as per Green Belt policies 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".

In this case the very special circumstances include:

Housing Shortfall and provision of market housing,
Provision of 50% affordable dwellings,
Parking area for school,
Provision of community building,

Improvements to the Local Green Space Improved access to the Local Green Space

Although a number of other planning benefits may arise from the proposal these are not likely to be considered as very special circumstances, however they will be considered in the overall balancing exercise that is required.

If there is a requirement for the site to be managed/ considered as per Green Belt then then the proposed development does not fall within the definition of “appropriate development.

From the information submitted and although positive I do not consider the very special circumstances or planning benefits which have been listed would not outweigh the harm that would be caused to Local Green Space (LGS).

From my review of the proposal and also visiting the site, the improvements to the landscape and access of the LGS would provide the most relevant benefit to the scheme and would improve the landscape features, provide future management and public accessibility to the site. My opinion the improvement to the LGS would be the most significant factor in the balancing exercise and at this point and with the information submitted I can't support the proposed development in this location. I suggest the proposal will need to be supported by a detailed landscape appraisal that sets out how the development will improve the LGS and ultimately how this very special circumstance will outweigh the harm.

Planning Balance

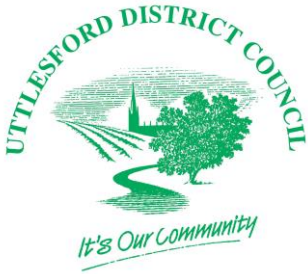
At present the Council's housing land supply currently falls short of this and is only able to demonstrate a supply of 4.89 years of housing supply for the 2022-2027 five-year period.

Paragraph 11 of the NPPF considers the presumption of sustainable development, this includes where there are no relevant development plan policies, or where policies which are most important for determining the application are out-of-date. This includes where the five year housing supply cannot be delivered.

This means for decision making

Approving development proposals that accord with an up-to-date development plan without delay where there are no relevant development plan policies, or the policies which are most important for determining the application are out-of-date. The granting permission unless the application of policies in the NPPF that protect areas or assets of particular importance provides a clear reason for refusing the development proposed. Protected areas as defined in the NPPF includes the Greenbelt.

Although not included with the Metropolitan Green Belt the NPPF advises development within Local Green Space should be managed as per development as



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per Green Belt Policy. As such at this stage in this pre application the proposal, there would be a clear reason for refusing the development proposed as per paragraph 11 (d) (i) of the NPPF and no very special circumstances would outweigh the harm.

Density

The proposed masterplan includes approximately 28 units. This represents a low density development set over 4 individual sites. The 4 sites will include clusters of dwellings and although not set out in a linear form along the highway, the density will represent the character of the rural location and not appear an overly dense built form. The 4 plots will include individual highway access, the creation of these access points, which are included in the proposed masterplan, is crucial to achieving the low density layout.

Design, Character and Appearance

Due to the introduction of the development within the countryside, the introduction of the housing to an undeveloped land would inherently have a harmful effect on the rural character of the area, in conflict with ULP Policy S7 and paragraph 170 of the NPPF. However, it is necessary to determine the weight that should be given to such adverse effect.

From my assessment of the proposal the introduction of the development may have moderate harm to the landscape setting, however as per my previous comments regarding the principle and location of the development a detail landscape character appraisal should be undertaken to demonstrate the specific level of harm that from the development, together with the proposed mitigation and enhancement methods.

The proposal should proceed swiftly and logically from a coherent analysis of the existing site and the surroundings, as per the submitted planning statement the proposals sets out four distinct character areas, each of which will be connected to the village, as well as walking paths and outdoor recreation opportunities to be developed within the wider, open landscape. I would suggest the development would need to be a "landscape-led masterplan" that as per my previous comments would need to clearly demonstrate how the development will improve the surrounding landscape and LGS.

The proposed 4 development plots within the site will include distinctive character and appearance that relates to local context. The use of sustainable building materials will ensure the new homes relate to the existing character, appearance and heritage of the settlement, however the submitted plans include a more contemporary approach to the appearance of the dwellings.

I suggest although a contemporary design approach is not opposed to it should be mixed with an agrarian form and design that could provide compatible appearance to the wider landscape. I note the details within the submitted statement set out the design approach for the 4 plots, it is appreciate at this stage the design details of the

dwelling is limited at this stage however I consider as submitted the proposal is taking the correct approach in terms of design.

The proposed garden sizes for the plots should accord with the recommendations in the Essex Design Guide. For three or more bedroom properties a private rear garden should be in excess of 100 sq. metres and for two bedroom houses it should be 50sqm or more.

The proposed development should be in accord with the internal space standards for different sized dwelling houses as stipulated in 'Technical Housing Standards - nationally described space standard 2015'.

ULP Policy H10 Advises all development of 0.1 hectares and above or of 3 or more dwellings will be required to include a significant proportion of market housing comprising of small properties. I have reviewed the proposed accommodation schedule and advise the proposal should include some smaller dwellings, bungalows and dwellings that will meet M4(3) (Accessible and adaptable dwellings).

Heritage

The application site is in close proximity to a number of heritage assets, these include:

Name: Stebbing Park

Heritage Category: Listed Building

List Entry Number: 1306764

Grade: II*

Summary: mid C16 house with later additions and alterations

Name: Stebbing Park Barn 5m east of House and adjoining Motte

Heritage Category: Listed Building

List Entry Number: 1112739

Grade: II

Summary: C17 / 18 two storey timber framed barn

Name: The Mount: a motte castle in Stebbing Park

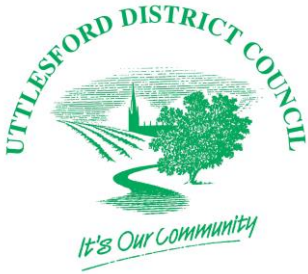
Heritage Category: Scheduled Monument

List Entry Number: 1009247

Grade: n/a

Summary: The monument comprises a motte castle situated on a prominent west-facing spur in Stebbing Park, 750m north-west of the church.

Site location sits within a sensitive heritage context.



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Proposal includes low-density development (considering site area available) that is thoughtfully set away from the heritage assets outlined in Section 3.0 and stepped back from the boundary of the Stebbing Conservation Area.

The Heritage Statement included in the Pre-Application material suggests a basic understanding of local history. A robust report is required to demonstrate an understanding of the site, adjacencies, and heritage context, and how the area has evolved throughout history to absorb development. Supporting material is suggested in Section 5.0 and is offered as guidance only. Heritage research should be started at the earliest opportunity to understand the site's significance and how the proposal will enhance and positively impact the area. The Heritage Statement should be used a design tool to detail a future application and form a key thread of the final proposals.

Landscaping has been incorporated to provide screening from The Downs, an arterial road that runs parallel to the site. The principle of heritage planting (orchards) and materials could be supported in this context, subject to further details provided for review. Information related to heritage species should be detailed in the Heritage Statement.

Visibility and impact of residential units located parallel to The Downs requires further details, to illustrate impact as seen from the High Street, all public rights of way around the site etc.

The items suggested below are for guidance and are non-exhaustive. Inclusion of this material will not guarantee any Planning consents but are suggested to aid design development within this sensitive heritage context. Additional material to show the development in context is required to help justify low harm to the Heritage Assets.

A Heritage Statement by a heritage specialist, or person that has a good understanding of conservation principles, understands the complexities of major development within a heritage context and all relevant National Policies, Material Considerations etc.

Map regression / studies to illustrate historic development of the area.

Scale drawings including site plans, site sections and site elevations to illustrate proposal in context / relationships to Heritage Assets, adjacent Stebbing Brook, The Downs, boundary of Conservation Area etc.

A scaled physical model could be beneficial to communicate density of proposal within heritage context, relationship to Heritage Assets, site topography and benefits of proposed landscaping as enhancement to public offer.

Visual Impact Assessment site specific visualisations and/or a walkthrough storyboard to show existing/ proposed views as seen from a series of viewpoints when approaching the site from The Downs, the High Street and all other public rights of way that impact the Heritage Assets.

Archaeological site and associated considerations in line with relevant policies (listed as ongoing in Pre-application Heritage Summary).

In conclusion to the heritage assessment the Pre-application illustrates a considerate strategy towards the Heritage Assets. However further details are required to fully justify the development within its heritage context.

In considering heritage and conservation only, there is potential for the application to receive support. A heritage led approach should be progressed, and all supporting heritage assessments and architectural and landscape design details should be developed to clearly communicate that the development will not negatively impact the heritage assets and nearby Conservation Area.

Affordable Housing

ULP Policy H9 advises the Council will seek to 40% affordable on sites of 0.5 hectares or 15 dwellings or more. At this point of the pre application and taking into consideration the indicative plans. The Council's Housing Enabling Officer has reviewed the proposal and provides the following tenure that is likely to be sought:

70% of the 14 affordable units will need to be affordable rent = 10
25% needs to be First Homes = 3.5 units
5% needs to be shared ownership= 0.7 unit

Therefore it is recommended 3 x First Homes and 1 x shared ownership

Looking at the draft LHNA for affordable rented the recommended % are as follows:-

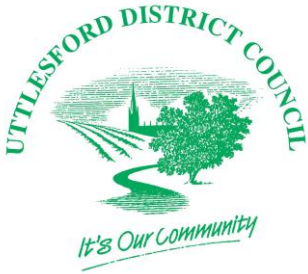
Affordable Rent	%
1 bed	35%
2 bed	35%
3 bed	25%
4 bed or more	5%

Based upon these % I suggest 4x 1 bed, 4 x 2 bed and 2 x 3 bed

For the shared ownership property I suggest a 2 bed house. For the three First Homes it will be a case of whatever size/type of property that the developer can provide for under £250k after the 30% discount has been deducted.

The market housing need is as follows, which may help

Market sale	%
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1 bed	5%
2 bed	35%
3 bed	40%
4 bed or more	20%

The confirmation of affordable housing numbers and whether the affordable scheme will be a shared ownership and/or affordable rent scheme, will have to be considered in any future planning submission and secured in a S106 legal agreement.

Neighbouring Residential Amenity

Any proposal, due to its scale, design and siting (in terms of proximity to boundary and/or relationship with neighbouring properties), should ensure that it does not result in an unacceptable loss of light, overbearing impact and loss of privacy.

In regards to the indicative plans due consideration should be made to the location of the dwellings in relation to the neighbouring residential properties ensuring there is no significant impact to residential amenity. I appreciate the proposal at this stage is seeking the principle of the development and therefore this can be addressed at a later stage.

Highways and Transport

Any submitted planning application would need to be determined taking into account the comments from the Highways Authority, Essex County Council. The proposal will include the introduction of 4 Individual access points along "The Downs", although it may be argued the introduction of the dwellings will not result in an overly significant intensification of use it is important that any highway issues are resolved at an early stage in order to overcome the highway reason for refusal, especially with regards to the access, junction capacity and highway safety issues.

This pre application includes indicative layout plan which includes parking but this is only indicative and will be subject to change should a full application be received. Any development would be required to meet the following standards in regards to parking:

- For a dwelling house with four bedrooms or more three parking spaces would be required per dwelling.
- For three bedrooms or less two parking spaces would be required per dwellinghouse.
- For one bedroom properties, one parking space is required

Their dimensions would need to meet the minimum standard size of the adopted parking standards stipulated in Essex County Council's 'Parking Standards Design

and Good Practice' September 2009. A garage to qualify as a parking space would need to exceed 7m by 3m internal dimension.

The proposal will also require a number of visitor parking spaces provided within the site, this should be in accordance with the aims of Essex County Council Parking Standards (2009). This advises 0.25 spaces per dwelling should be provided, in a development of 28 dwellings this will calculate to a minimum of 7 visitor spaces. This would not be included in the provision of parking for the school.

Compliance with these standards would need to be clearly demonstrated on any plans submitted.

The design and layout of the scheme will also need to demonstrate that the proposal will not result in any impact or obstruction to the existing public rights of way.

Accessibility

The 'Lifetime Homes' standards which were developed by the Joseph Rowntree Foundation and Habinteg Housing Association and satisfy the criteria stipulated in the SPD entitled 'Accessible Homes and Playspace', have effectively been superseded by Part M of the Building Regulations for less able occupiers. These requirements could be secured using a condition if a proposal were to be submitted and approved.

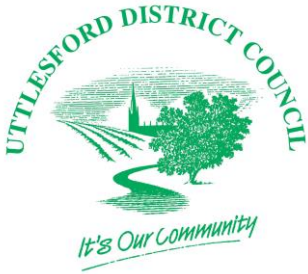
Sustainability & Climate Change

Uttlesford District Council have recently adopted a climate change strategy and interim climate change planning policy and as such any proposed development should due take due consideration, this may include the use of solar panels, heat source pumps, electric vehicle charging point and other such mitigation and enhancement methods. I advise prior to the submission of any planning application due consideration is made to this document which can be viewed online on the Council's website.

Ecology

Given the nature of the site, an ecological appraisal and completed biodiversity checklist should be submitted as part of the application. The site may provide habitats for protected species. We would consult our ecologist (ecology.placeservices@essex.gov.uk web: www.placeservices.co.uk) on any planning application, but you may wish to commission protected species surveys to prevent any delays. If this assessment indicates that further surveys should be undertaken these must be done prior to the submission of the application. Failure to do so is likely to result in the application being refused.

Any future planning submission would be assessed by the ecologists at Essex county Council (Place Services). You may wish to have preliminary advice from them prior to the submission of any future planning application, please find the following contacts: enquiries@placeservices.co.uk



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Tree Preservation and Landscape

A full arboricultural survey should be undertaken at an early stage to establish the quality and retention-position of important trees.

The proposed development as proposed may likely to not lead to a loss of trees or any substantial amount of mature hedgerow and perimeter vegetation. The proposal includes a landscape led scheme that may include planting of and the retention of trees on the site and landscape enhancement. Any proposed screening or planting would take a substantial amount of time to establish and mature and would not necessarily be successful in immediately softening the urbanisation of the site.

Flood Risk and Drainage

Major planning applications sites such as this would need to be accompanied by a Flood Risk Assessment. Essex County Council SuDs (LLFA) team will be consulted as part of the application. The application will be assessed against Local; Plan Policy GEN3. We welcome the provision of SUDs being built into the landscape as shown, although this does not count towards public open space provision.

Air Quality

The site is not in a specific air quality management area, that being said it is suggested that any the application for this development should include demonstrate sustainable transport modes and mitigation for air pollution.

Contaminated Land

The Council's Environmental Health Officer would be consulted on any application for development of the site. Therefore the applicant could consider conducting and submitting a contaminated land assessment with any future application for planning permission.

Infrastructure Provision to Support Development

ULP Policy GEN6 makes provision for the contributions for health care and schooling. The detailing of this will be calculated and provided during the application. They will take into consideration the number of units, number of bedrooms and work out what contributions will be required. It not something we can calculate ourselves and if the applicant want further figures to understand whether the development is viable then they will have to seek advice from Essex County Council.

Planning Obligations

The Council has a Planning Obligations SPD. This scheme would likely require the following obligations:

Affordable housing,
25% of affordable housing to be First Homes,
Essex County Council Education contributions,

Provision and management of Public Open Space,
S278 highway works (if applicable)
Council's reasonable legal costs,
Monitoring fee,

This list is not exhaustive and may change as the scheme progresses.

Building control

It is recommended that you obtain technical advice regarding building control matters during the early stages of project design and Uttlesford Building Control has extensive experience in working with clients on a wide range of projects. Should you wish to discuss your project and how Building Control may best advise you regarding compliance with relevant building control regulations please contact 01799 510538.

Consultation

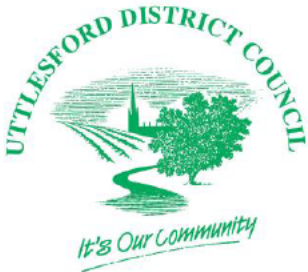
As stated in the National Planning Policy Framework, that where beneficial, local planning authorities should encourage developers to engage with the local community before submitting applications. The Council's Statement of Community Involvement (SCI) and Community Involvement Protocol set out the Council's approach to engaging with and consulting the community in planning and development issues. Developers of major schemes are advised to undertake early community involvement before submitting an application to the council.

Without prejudice

This advice is given at officer level and does not form a formal response or decision of the council with regard to future planning application(s) or other formal approaches. The views expressed above are given in good faith, to the best of ability, and without prejudice to the formal consideration of any future planning application, which will be subject to formal consultation and ultimately decided on by the council.

CONSTRAINTS

Aerodrome Direction
Description: Consultation of Stansted Airport (BAA) for all windfarm development. Area Colour: windfarm
Aerodrome Direction
Description: Consultation of National Air Traffic Services (NATS) for all windfarm development. Address: NATS, Navigation & Spectrum, 4000 Parkway, Whiteley, Fareham, Hampshire. PO15 7FL Area Colour: windfarm
Aerodrome Direction
Description: Consultation of Stansted Airport (BAA) for any development with the potential to attract birds to the vicinity of the airport, (this includes gravel extractions, landfill sites, reservoirs, sewage works, nature reserves and major landscaping schemes). Area Colour: ebirds
Aerodrome Direction
Description: Consultation of Stansted Airport (BAA) for all buildings, structures, erections and works exceeding 90 metres in height (295.3 feet). Area Colour: 90m



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Archaeological Site Site Number: 1276Details:
Conservation Area 50m Buffer Zone Description: 50m Buffer Zone for Stebbing
Floodzone Centre Lines Watercourse Name: Stebbing Brook (26)
Within Floodzone 3a + Climate Change
Within Floodzone 3b
Within Flood Plain Zone 2 Flood Plain Zone: Flood Zone 2
Within Flood Plain Zone 3 Flood Plain Zone: Flood Zone 3
Within 100m of Local Wildlife Site Location: STEBBING - HILL CROFT COTTAGESSite No: Ufd270
Within 250m of Local Wildlife Site Location: STEBBING - HILL CROFT COTTAGESite No: Ufd270
Mineral Safeguarding Area Description: Sand/Gravel
Outside Development Limits Description: Outside Development Limits
Public Right of Way Description: StebbingType: FootpathSite Name: Uttlesford
Road Classification- Line Road Name: The DownsRoad Number: 3004 (Class III)Route Number:
Within 100m of Special Verge Location: Stebbing - The DownsVerge No: UTT29
TPO Area Polygons Reference Number: 1/76/61Category: 2Tree Type: Various see schedule
Water Authority Description: Anglian Water Colchester (W2)

Planning Applications History

Reference No.	Status	Decision Date	Proposal
DUN/0353/73	R	16/11/1973	Site for the erection of a pair of agricultural workers cottages
UTT/1097/04/FUL	R	08/10/2004	Change of use in land from farmland to domestic garden

UTT/1811/90	AC	01/03/1991	Erection of hut/cabin for shelter and storage in connection with fishing lakes
UTT/0707/94/FUL	AC	22/08/1994	Two storey side extension incorporating existing detached garage
UTT/1792/00/FUL	AC	22/02/2001	Erection of single storey recreation/garden room extension
UTT/1265/98/FUL	AC	02/12/1998	Erection of extension on side elevation
UTT/1264/98/FUL	AC	02/12/1998	Retrospective application to retain part of dwelling as office

Should you wish to submit an application for planning permission, please ensure that you review the advice on completing an application form and the appropriate checklist to ensure that the correct documents are included.

Further guidance on information requirements can be found in the Planning Practice Guidance, and at www.uttlesford.gov.uk/planningapplicationforms

IMPORTANT: Please note the following:

The advice given in this letter is based only on the information that has been submitted as part of the pre-application and it may not apply to any subsequent changes.

The application would be assessed against the national and local policies in force at the time the application is submitted.

This letter is for guidance only: You will appreciate that the views expressed above are those of an Officer which will be no way binding upon the Council or any of its Committees when considering any formal application.

The letter relates only to planning and your client will need to seek professional advice for guidance relating to building regulations.

Planning permission does not overrule your client's other statutory responsibilities, such as, but not limited to, complying with any restrictive covenants. The Council does not have access to this information so if your client is unsure about the existence of these issues, then your client should seek independent legal advice before an application is submitted.

As part of any planning application the Local Planning Authority may have to undertake a line search to ascertain if any utility suppliers have any apparatus in the vicinity of the site. The LPA will not know for sure what is in the area until the planning application process is underway.