



20. APPLICATION FOR PRIOR NOTIFICATION OF PROPOSED AGRICULTURAL OR FORESTRY DEVELOPMENT – EXCAVATION/WASTE MATERIAL

*Town and Country Planning General Permitted Development Order
1995 Schedule 2, parts 6 & 7*

1. Applicant Name and Address

Please enter the Applicant Details, including full name and title. Please also enter the house/flat number and/or name (if applicable) and street name in the Street address field. The town, county, country and full postcode should also be entered.

If the application is being submitted by an agent (i.e. someone who is acting on the applicant's behalf) all correspondence, including the decision letter, will be sent to him/her.

2. Agent Name and Address

Please enter the Agent Details, including full name and title. Please also enter the house/flat number and/or name (if applicable) and street name in the Street address field. The town, county, country and full postcode should also be entered.

If the application is being submitted by an agent (i.e. someone who is acting on the applicant's behalf) all correspondence, including the decision letter, will be sent to him/her.

3. Site Address Details

Please enter the full postal address of the site. Enter the house/flat number and / or name (if appropriate) and street name in the Street address field. The town, county, country and full postcode should also be entered. If the application relates to open ground describe its location as clearly as possible (e.g. '*Land to rear of 12 to 18 High Street*' or provide a grid reference).

When you submit a location plan, it is recommended that this is at a scale of 1:1250 for urban areas or 1:2500 for rural areas, showing at least two named roads and surrounding buildings. The properties shown should be numbered or named to ensure that the exact location of the application site is clear.

The application site must be edged clearly with a red line on the location plan. It should include all land necessary to carry out the proposed development (e.g. land required for access to the site from a public highway, visibility splays (access around a road junction or access, which should be free from obstruction), landscaping, car parking and open areas around buildings).

A blue line must be drawn on the plan around any other land owned by the applicant, close to or adjoining the application site.

Both red and blue lines should outline a complete area and not run off the plan.

All plans must be to a metric scale and any figured dimensions given in metres and a scale bar should be included.

4. The Proposed Excavation/Waste Deposition

Excavations and waste deposits fall within the scope of Prior Notification procedure if the total area affected by such operations (including previous excavations and deposits) exceeds 0.5 hectares, and provided that:

no excavated materials are to be removed from the unit, or

no waste materials are brought on to the land from elsewhere unless they are to be incorporated forthwith in building works or in the creation of a hard surface

5. Agricultural and Forestry Developments

On holdings totalling more than 5 hectares, development is not permitted on separate parcels of land of less than 1 hectare. For holdings of less than 5 hectares development is not permitted on separate parcels of land of less than 0.4 hectares. A separate parcel of land is defined as being separated by land in different ownership, or for example, by a public highway.

The reference to a 'metalled road' relates to a hard surfaced including asphalt, concrete, paving stones, bricks and cobbles, etc.

6. Planning Application Requirements & Local Level Requirements

There are two levels of requirements, national and local:

- National - Use the checklist to ensure that the forms have been correctly completed and that all relevant information is submitted.
- Local - The local planning authority will have produced a document (usually available from their website) which details any specific information that is required to accompany the application in addition to the national requirements.

Failure to complete the form correctly or to supply sufficiently detailed drawings or other relevant supporting information may result in your application being returned as invalid.

7. Declaration

Please sign and date your application.

8. Applicant Contact Details

Please provide contact information for the applicant.

9. Agent Contact Details

Please provide contact information for the agent.

10. Site Visit

Access to the site (i.e. where the works are proposed to take place) may be required by the case officer. Please provide contact details in the event that an appointment needs to be made. This will assist the Council in dealing with your application as quickly as possible.



VALIDATION CHECKLIST

20. APPLICATION FOR PRIOR NOTIFICATION OF PROPOSED AGRICULTURAL OR FORESTRY DEVELOPMENT – EXCAVATION OF WASTE MATERIAL

NATIONAL REQUIREMENTS (1 original and 3 copies of all documents and 4 copies of all plans unless stated otherwise or submitted electronically)

	YES	N/A
Completed form which should be signed and dated and include a written description of the proposed development and the materials to be used	<input type="checkbox"/>	
Location plan with application site edged red and any adjoining land owned by the applicant edged blue at scale of 1:1250/1:2500 with north indicated and show any Public Rights of Way footpaths/cycle paths/highways	<input type="checkbox"/>	
The appropriate fee – cheques should be made payable to Horsham District Council. VAT is not applicable	<input type="checkbox"/>	<input type="checkbox"/>
LOCAL REQUIREMENTS		
Area of the proposed works measured in hectares as shown on the site plan.	<input type="checkbox"/>	<input type="checkbox"/>
Have previous excavations of waste deposits been carried out on site?	<input type="checkbox"/>	<input type="checkbox"/>
If YES , please state are of previous works in hectares:	<input type="checkbox"/>	
Confirmation of size of agricultural holding (must be 5 hectares or more)	<input type="checkbox"/>	<input type="checkbox"/>
Statement of Agricultural need	<input type="checkbox"/>	<input type="checkbox"/>
Landscaping details	<input type="checkbox"/>	<input type="checkbox"/>
Planning Statement	<input type="checkbox"/>	<input type="checkbox"/>
Landscaping plan showing details of all existing and/or proposed above and below ground services, Details of existing and/or proposed site features, e.g. substations, bike stores, walling, etc.	<input type="checkbox"/>	<input type="checkbox"/>
Engineering works (for bund and pond proposals or other such proposals requiring earth grading and moving) Existing and proposed site sections (at scale 1:100/1:200/1:500) Existing and proposed contour plan (at scale 1:100/1:200/1:500) Existing and proposed profile (soil/spoil) drawing (at scale 1:50/1:100/1:200)	<input type="checkbox"/>	<input type="checkbox"/>

NB Applicants are advised that where plans and documents are required by the above checklist but not provided, a full explanation must be provided. In the event that the explanation provided is insufficient, the Local Planning Authority will consider the application invalid until such time as the information is provided.