

APPENDIX B

PROPOSED COMMUNITY NOTIFICATION SCHEME (CNS)

Type of Proposed Development	Proposed Council Practice
<ul style="list-style-type: none"> Planning application accompanied by an environmental statement, or Departure from development plan, or Affecting public right of way 	<ul style="list-style-type: none"> Advertise in local newspaper; and Site Notice; and Letters to adjoining neighbours and further afield at the case officer's discretion
<ul style="list-style-type: none"> Major Planning application 	<ul style="list-style-type: none"> Advertise in local newspaper; and Site Notice; and Letters to adjoining neighbours and further afield at the case officer's discretion
<ul style="list-style-type: none"> Minor Planning Applications Householder applications 	<ul style="list-style-type: none"> Site Notice; and/or Letters to adjoining neighbours and in some instances neighbours on opposite side of road*
<ul style="list-style-type: none"> Re-Submissions within one year of a decision 	<ul style="list-style-type: none"> As required by this document according to the type/nature of the application; and Letters to all addresses of persons who commented on the previous application
<ul style="list-style-type: none"> Amendments to undetermined applications 	<p>Only if the changes are significant in the view of the case officer:</p> <ul style="list-style-type: none"> Re-publicise by letter/email only at the case officer's discretion
<ul style="list-style-type: none"> Applications for Listed Building Consent (except applications for works affecting only the interior of a Grade II (unstarred) listed building) 	<ul style="list-style-type: none"> Advertise in local newspaper; and Site Notice Letters to neighbours at the case officer's discretion
<ul style="list-style-type: none"> Applications for works affecting only the interior of a Grade II (unstarred) listed building) 	<ul style="list-style-type: none"> No publicity to be undertaken
<ul style="list-style-type: none"> Applications affecting the character and appearance of a Conservation Area or the setting of a listed building 	<ul style="list-style-type: none"> Advertise in local newspaper; and Site Notice Letters to neighbours depending on the nature of the application as above
<ul style="list-style-type: none"> Details pursuant to listed building consent conditions (except 	<ul style="list-style-type: none"> Advertise in local newspaper; and Site Notice

applications for works affecting only the interior of a Grade II (unstarred) listed building)	
<ul style="list-style-type: none"> Advertisement Consent 	<ul style="list-style-type: none"> No publicity unless: In a Conservation Area: <ul style="list-style-type: none"> Site Notice; and Letters to neighbours to be sent at case officer's discretion In an area with identifiable residential neighbours: <ul style="list-style-type: none"> Letters to neighbours at case officer's discretion
<ul style="list-style-type: none"> Applications to carry out works to trees covered by tree preservation orders (TPOs) or within a conservation area 	<ul style="list-style-type: none"> No publicity unless: Proposal involves felling of tree(s); or Other works at case officer's discretion: <ul style="list-style-type: none"> Letters to neighbours and/or Site Notice
<ul style="list-style-type: none"> Proposed Lawful Development Certificates 	<ul style="list-style-type: none"> No publicity to be undertaken
<ul style="list-style-type: none"> Existing Lawful Development Certificates 	<ul style="list-style-type: none"> Letters to neighbours and /or Site Notice at case officer's discretion
Applications for Prior Approval for developments permitted by the General Permitted Development Order 2015:	
<ul style="list-style-type: none"> The Enlargement, Improvement or other alteration to a dwellinghouse (Part 1, Class A) 	<ul style="list-style-type: none"> Letters to adjoining neighbours
<ul style="list-style-type: none"> Changes of Use (Part 3, Class C,J,M,N,O,P,Q,R,S,&T) 	<ul style="list-style-type: none"> Site Notice or letters to adjoining neighbours at case officer's discretion
<ul style="list-style-type: none"> Agricultural & Forestry (Part 6, Class A,B & E) 	<ul style="list-style-type: none"> Site Notice; and letters at case officer's discretion
<ul style="list-style-type: none"> Heritage & Demolition (Part 11, Class B) 	<ul style="list-style-type: none"> Site Notice; and letters at case officer's discretion
<ul style="list-style-type: none"> Communications (Part 16, Class A) 	<ul style="list-style-type: none"> Site Notice; and letters at case officer's discretion

Footnotes:

Site Notices are to be used (other than where a statutory requirement) where neighbours cannot be identified, where the nature of development requires wider publicity or at the discretion of the planning officer.

* For minor and household applications: where the proposal involves no change to the front or side elevations of a building or no development within the frontage of a building (for example, rear extensions or outbuildings in rear gardens only) there will be no requirement to send letters to properties lying across the opposite side of a street to the front of the application property.

Wording in bold denotes a statutory requirement under the Town & Country Planning (Development Management Procedure) Order 2015, Listed Buildings and Conservation Areas Act 1990 or Listed Building and Conservation Areas Regulations 1990.