

**From:** Andrew Cunningham <[Andrew.Cunningham@hambleton.gov.uk](mailto:Andrew.Cunningham@hambleton.gov.uk)>

**Date:** 7 July 2014 17:01:17 BST

**To:** "[ratcliffe.darren@me.com](mailto:ratcliffe.darren@me.com)" <[ratcliffe.darren@me.com](mailto:ratcliffe.darren@me.com)>

**Cc:** Mark Harbottle <[Mark.Harbottle@hambleton.gov.uk](mailto:Mark.Harbottle@hambleton.gov.uk)>

**Subject:** Sessay Pre Application Meeting

Darren,

Further to our meeting on 1 July 2014 I write to provide you with the policies relevant to this scheme, validation checklist for the proposal, the NYCC Parking Standards, the contact details of our drainage engineer and a position statement for the development.

1. The relevant policies are as follows:

CP1, CP2, CP3, CP4, CP15, CP16, CP17, CP18, CP19, CP21, DP1, DP3, DP4, DP5, DP6, DP9, DP10, DP25, DP30, DP31, DP32, DP33, DP34, DP38 and DP43.

The policies can be viewed at [www.hambleton.gov.uk](http://www.hambleton.gov.uk) under the Planning Policy web page.

2. The documents required to validate the application are as follows:
3. Completed full application form (available at [www.hambleton.gov.uk](http://www.hambleton.gov.uk))
4. Location Plan (Scale 1:1250 or 1:2500)
5. Existing Block Plan (Scale 1:200/1:500)
6. Proposed Block Plan (Scale 1:200/1:500)
7. Proposed Elevations (Scale 1:50/1:100)
8. Proposed Floor Plans (Scale 1:50/1:100)
9. Cross Section scaled diagram of proposed drainage pond.
10. Supporting statement
11. Landscape Character Assessment
12. Design and Access Statement
13. Noise Impact Assessment
14. Landscaping Plan
15. Protected Species Survey (of existing Village Hall building to be demolished)
16. Drainage Plan
17. Full details of all external lighting
18. Sustainability Assessment of existing Village Hall building and proposed Village hub building.
19. Fee (available to calculate at <http://www.hambleton.gov.uk/development-management/fees-for-planning-applications>)

Four copies of every document are required if you are submitting in hard copy.

20. The NYCC Parking Standards are available at <http://www.northyorks.gov.uk/CHttpHandler.ashx?id=523&p=0>
  
21. Clive Thornton is our senior drainage engineer (01609 767052 or [clive.thornton@hambleton.gov.uk](mailto:clive.thornton@hambleton.gov.uk))
  
22. Mark Harbottle confirmed support for the project in principle subject to the proposal being a statement building of a unique design that sets it apart from but takes account of its surroundings sufficient to justify the departure from the linear settlement pattern of Sessay.

Please feel free to call me should you wish to discuss any of the above further.

Kind regards,

Andrew Cunningham