

**APPLICATION FOR COMPLIANCE FORM  
LOCAL DEVELOPMENT ORDER FOR SMALL SCALE EMPLOYMENT USES**

**Request for confirmation that a development is compliant with the Local Development Order**

**Before Filling Out This Form**

The purpose of this Local Development Order (LDO) is to enable the development of light industrial and office development at the individual or neighbourhood scale in order to aid local small scale start ups and small businesses access to space in association with their existing properties. LDOs allow implementation at a faster rate and cheaper cost than would usually be achievable through a standard planning application, providing the market flexibility often required for small scale industries. However, in order to benefit from the LDO, applicants must demonstrate that proposals are in compliance with the guidance and specifications set out within the adopted LDO documents.

This Local Development Order is split into two parts which should be read in conjunction with this form:

1. The Design Code document which sets the acceptable parameters and principles for development which should be evidenced within your Design and Access Statement submission; and
2. The Development Order document which provides the legal conditions for the implementation of LDO development.

This form is a checklist tool which allows both applicants and Somerset West and Taunton Council to assess whether a proposal is compliant with the specifications of the Local Development Order. It includes sign-posting to key elements within the LDO documents for applicants to cross reference when completing their submissions.

These boxes sign post where there is relevant guidance and specifications within the Design Code document.

These boxes sign-post where there is relevant guidance and specifications within the Local Development Order document.

In circumstances where you identify a gap in your submission, we suggest that you do not submit this form and your Design and Access Statement at this time as it is likely that we will require further information to process your LDO application. This will lead to delay in processing your proposals.

**Part A: Applicant Details**

Please insert your personal details in the boxes below. If you are being represented by a third party or agent, their details may also be inputted and they will be the delegated primary contact for future correspondence.

|  |  |   |  |
|--|--|---|--|
| Applicant's name and address                                     |  | And/or delegate's name and address                            |  |
| Applicant's telephone number                                     |  | And/or delegate's telephone number                            |  |
| Applicant's email address  |  | And/or delegate's email address                               |  |
| Site address or grid reference <sup>1</sup> (Easting, Northing). |  | Original application reference (if amendment or resubmission) |  |

<sup>1</sup> Grid references can be found at available from <https://gridreferencefinder.com/>)

**Part B: Stage 1 Compliance Check**

This initial compliance check confirms whether your proposal is eligible for further consideration. It is important to note that your proposal cannot be compliant with the LDO if it fails these basic parameters and we will not ask for any further information to assist the processing of your application.

To complete this section you will need to have read the following sections of the Design Code Document:

- Section 1.1 Introduction (What Does This LDO Cover?)
- Section 1.2: Can Your Development Be Considered? (Step 1 Check: Process Location & Size)

|   |         |                          |                  |  |
|---|---------|--------------------------|------------------|--|
| 1. Does your proposal fit within the floorspace parameters provided with in Section 1.1 of the Design Code Document ('What Does This LDO Cover')? | Yes     | No                       |                  |  |
| 2. Please state the floor space proposed within each use class as described in that section in square metres.                                     | Offices | Research and Development | Light Industrial |  |
|   |         |                          |                  |  |
| 3. Does your proposal pass the Step 1 Check presented in Section 1.2 of the Design Code document?   | Yes     | No                       |                  |  |

**Part C: Submission Checklist - General Requirements**

The submission checklist allows you to check and confirm you are submitting the correct documents for your compliance application to be considered valid.

To complete this section you will need to have read the following sections of the Design Code Document:

- Section 4.1 Design and Access Statement Pro Forma

|  |     |    |  |  |
|--|-----|----|--|--|
| 1. Have you included the following information within your Design and Access statement ? |     |    |  |  |
| Site Location Plan/Existing Site Plan (1:1250)   | Yes | No |  |  |
| Existing Site Plan (e.g. 1:200)  | Yes | No |  |  |
| Proposed Site Plan (e.g. 1:200)  | Yes | No |  |  |
| Proposed Building Plan (1:50/ 1:100)   | Yes | No |  |  |
| Proposed Elevations (1:50/ 1:100)  | Yes | No |  |  |
| Proposed Landscaping and External Details  | Yes | No |  |  |
| Proposed Materials   | Yes | No |  |  |
| Arrangements of access for pedestrian, cycle, vehicular and other modes of transport     | Yes | No |  |  |

**Part D: Submission Checklist - Technical Matters**

The technical matters checklist allows you to check and confirm whether you have undertaken the right level of technical work to support your submission. This section is split into five separate sections which align with the technical matters described in the Design Code document. These are:

- Highways and Access Requirements;
- Flood Risk and Strategy Requirements;
- Ground Contamination Requirements;
- Ecological Requirements; and
- Heritage Requirements.

**Part D1: Highways and Access Requirements**

To complete this section you will need to have read the following sections of the Design Code Document:

- Section 2.1: Site Location (Site Typologies)
- Section 1.2: Can Your Development Be Considered? (Step 2 Check: Technical Matters Highways and Access)
- Section 3.1: Proposed Development in Town and Village Centres (Access and Parking Requirements)
- Section 3.2: Proposed Development in Town and Village Peripheries (Access and Parking Requirements)
- Section 3.3 Proposed Development in Rural Areas (Access and Parking Requirements)

|   |     |    |                |
|---|-----|----|----------------|
| 1. Which site location typology is your site within?  |     |    |                |
| 2. Is your proposal for sole Office (B1(a)/E(g)(i)) use with a gross floor area of less than 50m square with an existing access point onto the highway.                 | Yes | No |                |
| 3. If yes does your proposal provide one additional parking space in accordance with the size specifications of the parking requirement of your site location typology. | Yes | No | Not Applicable |
| 4. If you have not answered yes to the above questions, does your proposal pass the Level 2 Highway and Access Assessment in Section 2.1 of the Design Code document.   | Yes | No |                |
| 5. Will your proposal affect the route of a public right of way?  | Yes | No |                |

**Part D2: Flood Risk and Drainage Requirements**

To complete this section you will need to have read the following sections of the Design Code Document:

- Section 1.2: Can Your Development Be Considered? (Step 2 Check: Technical Matters Flood Risk and Drainage)

|   |              |              |              |
|---|--------------|--------------|--------------|
| 6. Please specify all flood zones covered within your site area (as defined by your red line plan). | Flood Zone 1 | Flood Zone 2 | Flood Zone 3 |
|   |              |              |              |

**Part D2: Flood Risk and Drainage Requirements (continued)**

|   |     |    |                |
|---|-----|----|----------------|
| 7. Is any part of your site identified as being at high risk of surface water flooding according to national long term flood risk mapping?  | Yes | No |                |
| 8. Is your site either within 9m of a watercourse or within 20m of a main river?  | Yes | No |                |
| 9. Does your proposal qualify for a Flood Risk Assessment under the step 2 criteria of the flood risk drainage requirements of the Design Code document (page 15). If so have you prepared a Flood Risk Assessment to be submitted in support of your proposal? | Yes | No | Not Applicable |
| 10. Do your proposals clearly illustrate and describe how surface water will be drained from your site?   | Yes | No |                |

**Part D3: Ecology Requirements**

To complete this section you will need to have read the following sections of the Design Code Document:

- Section 1.2: Can Your Development Be Considered? (Step 2 Check: Technical Matters Ecology)

|   |     |    |                |
|---|-----|----|----------------|
| 11. Does the proposal pass the Step1 Ecology Requirements test on page 16 of the Design Code document?  | Yes | No |                |
| 12. Does your site include any of the features listed in the Step 2 Ecology Requirements test on page 17 of the Design Code document?   | Yes | No |                |
| 13. If the answer was Yes to question 12, has an extended stage 1 walkover survey been undertaken by a recommended ecologist? Are their findings included within your submission, and does your proposal clearly describe avoidance, mitigation and enhancement measures (where appropriate). | Yes | No | Not Applicable |

**Part D4: Land Contamination Requirements**

|  |     |    |                |
|--|-----|----|----------------|
| 14. To your knowledge, has your site previously been used for industrial processes or mining?  | Yes | No |                |
| 15. Is there any other reason to believe that your site may be contaminated?   | Yes | No |                |
| 16. If the answer was Yes to either of the above, does your submission include a risk assessment which accords with Somerset West and Taunton's latest published planning validation requirements? | Yes | No | Not Applicable |

**Part D5: Heritage**

To complete this section you will need to have read the following sections of the Local Development Order document :

- Section 2.2: Area Exclusions

|  |     |    |                |
|--|-----|----|----------------|
| 17. Does your site fall within exception categories c,d or f listed in section 2.2 of the LDO document?  | Yes | No |                |
| 18. Have you reviewed Historical Environmental Mapping for your site and included extracts of Historical Environmental Records for your site within your Design and Access submission? | Yes | No | Not Applicable |

**Part E: Conditions**

All development permitted by this LDO is done so in strict accordance with the planning conditions laid out within the Local Development Order document. Some of these conditions require further evidence to be submitted in order to allow development to legally commence on site, or before any buildings can be legally occupied and put into use.

To complete this section you will need to have read the following sections of the Local Development Order document:

- Section 6: Conditions

|  |     |    |  |
|--|-----|----|--|
| 1. Please confirm you have read the conditions in section 7 and understand that any permission granted by this Local Development Order is only done so in strict compliance with those conditions. | Yes | No |  |
|--|-----|----|--|

**Part F: Fees & Submission**

Please submit your application electronically to [planning@somersetwestandtaunton.gov.uk](mailto:planning@somersetwestandtaunton.gov.uk). All applications are charged at a fee of £500 (excluding VAT). You can make your fee payment by giving us a call on **01823 219147** or via BACs using the details below.

Sort Code: 60-80-06  
Account Number: 70853673

BANK NAME - Somerset West and Taunton General Account

Remittance advices can be sent to : [income@somersetwestandtaunton.gov.uk](mailto:income@somersetwestandtaunton.gov.uk)

**Part G: Confirmation**

The information I have given in this form and accompanying plans is correct and complete to the best my knowledge and belief.

|           |      |
|-----------|------|
| Signature | Date |
|-----------|------|

#### **Part H: Post Submission Information and Amendments**

Upon receipt of this form, your Design and Access Statement and the correct payment your application documents will be duly considered within the prescribed 8 week determination period. Following this period, you will be issued a Certificate of Compliance if your application is determined to be compliant with the parameters of the LDO. Otherwise you will receive written advice on how to proceed.

If you wish to make minor amendments to your proposal, either during the determination period for your compliance application, or following a successful compliance application, please resubmit all of your documents including a re-completed copy of this form with a cover note explaining the extent of such alterations; including clear direction to where such changes are demonstrated within your submission. A fee will not be charged for amendments on such applications, however this may affect the length of the determination period.