

Charnwood Borough Council

Planning Service Newsletter Issue 1

June 2009

We have decided to produce a periodic newsletter to keep our customers informed of any news, our performance and any changes that we are implementing based on feedback from our customers.

ADVICE

Plan Checking

In order to prevent problems when a project is being built we are being more vigilant in our plan checking. We must have accurate plans to enable checks on site to be made by our planning and enforcement officers.

If plans are received without critical dimensions, no further checks will be made until they are received. Critical dimensions include heights, widths and lengths of the proposal and distances to site boundaries. These should also show the dimensioned relationship between the existing and proposed situation.

These dimensions must be marked on each plan and for each part of the drawing where there is a different scale.

These dimensions are necessary to ensure that when we are plan checking we can check that the plans are printed to the correct scale and that they can be scaled from our web site.

Drawings with notes stating '*Do not scale*' **will not be** accepted. We will not accept plans which are not to a recognised metric scale.

If existing and new works are shown on the same drawing, colour or shade the new works to make them clearly distinguishable, or include separate plans showing the existing situation. The proposed works should be clearly identified in relation to existing buildings, boundaries etc.

If an application is submitted and found to be permitted development a decision granting permission will be issued. The council cannot refuse permission as it is considered that if an Application for a Lawful Development Certificate for Proposed Development was submitted it would be granted.

PERFORMANCE

2008/2009

Planning Applications Received = 1422

Planning Applications Decided = 1515

% of Major Applications decided in 13 weeks = 69%

% of Minor Applications decided in 8 weeks = 80%

% of Other Applications decided in 8 weeks = 93%

% of applications decided under delegated powers 95%

We are now registering 90% of valid applications within 3 working days of receipt.



NEWS

Committees



There is now a single Planning Committee which meets ever 4 weeks & there is no longer a Regulatory Committee.

[Committee Dates](#)

Download agendas and minutes

[Planning Committee](#)

Permitted Development



We have updated our Self Assessment forms and created a webpage

[Extending Your Home](#)

to assist in determining whether planning permission is required.

The "Word" forms can be completed on screen and returned electronically to enable us to record the self assessment details.

Building Regulations Self Assessment

Following the successful implementation of the planning self assessment forms our Building Control Service has also

introduced a set of

[Building Work Self Assessment Forms](#).



The Planning Portal contains information on [planning](#) and [building regulations](#).

We offer assistance to anyone who would like help submitting applications or using the Planning Portal, please contact Mick Morley on 01509 634740 or Maureen Jackson on 634771.

We hope that you found this newsletter useful, we welcome any feedback to help us improve our service.

Please advise us if you wish us to send our newsletters to another address or be removed from our mailing list.

Is there anything you would like us to include in a newsletter or put on our website?

Contact Maureen Jackson development.control@charnwood.gov.uk