

Community Infrastructure Levy (CIL) - Form 1: CIL Additional Information

Determining whether a Development may be CIL Liable - For submission with Planning Application

Please note: This version of the form should only be used for submissions relating to planning applications in England. There is a legacy version of the form for use in Wales: Download the legacy version of this form

Following the introduction of the Community Infrastructure Levy (CIL) all applicants for full planning permission, including householder applications and reserved matters following an outline planning permission, and applicants for lawful development certificates are required to provide the following information.

Please read the associated Guidance Note before you complete the form. This and additional per-question help can be viewed at: https://ecab.planningportal.co.uk/uploads/1app/cil_guidance.pdf

Please complete the form using block capitals and black ink and send to the Collecting Authority.

See Planning Practice Guidance for CIL for guidance on CIL generally, including exemption or relief.

Privacy Notice

This form is provided by Planning Portal and based on the requirements provided by Government for the sole purpose of submitting information to a Local Authority in accordance with the 'The Community Infrastructure Levy Regulations 2010 (as amended)'.

Please be aware that once you have downloaded this form, Planning Portal will have no access to the form or the data you enter into it (unless you choose to upload it to any Planning Portal online service in agreement with the relevant terms and conditions). Any subsequent use of this form is solely at your discretion, including the choice to complete and submit it to a Local Authority with the declaration section.

Upon receipt of this form and any supporting information, it is the responsibility of the Local Authority to inform you of its obligations in regards to the processing of this information. Please refer to its website for further information on any legal, regulatory and commercial requirements relating to information security and data protection of the information you have provided.

1. Application Details

Applicant or Agent Name:

MR. J. MARION

Planning Portal Reference (if applicable):

Local authority planning application number (if allocated):

Site Address:

8 BEECHWOOD AVENUE
WATERLOOVILLE
PO7 7LR

Description of development:

FRONT ENTRANCE PORCH, NEW PORCH TO FRONT OF ROOF
AND REAR CONSERVATORY

2. Applications to Remove or Vary Conditions on an Existing Planning Permission

a) Does the application seek to remove or vary conditions on an existing planning permission (i.e. Is it a Section 73 application)?

Yes

If 'Yes', please complete the rest of this question ☐

No

If 'No', you can skip to **Question 3** ☒

b) Please enter the application reference number

c) Does the application involve a change in the amount or use of new build development, where the total (including that previously granted planning permission) is over 100 square metres gross internal area?

Yes ☐ No ☒

d) Does the application involve a change in the amount of gross internal area where one or more new dwellings (including residential annexes) are to be created, either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional gross internal area created)?

Yes ☐ No ☒

If you answered 'Yes' to either c) or d), please go to **Question 5**

If you answered 'No' to both c) and d), you can skip to **Question 8**

3. Reserved Matters Applications

a) Does the application relate to details or reserved matters on an existing permission that was granted prior to the introduction of the CIL charge in the relevant local authority area?

Yes

If 'Yes', please complete the rest of this question ☐

No

If 'No', you can skip to **Question 4** ☒

b) Please enter the application reference number

If you answered 'Yes' to a), you can skip to **Question 8**

If you answered 'No' to a), please go to **Question 4**

4. Liability for CIL

a) Does the application include new build development (including extensions and replacement) of 100 square metres gross internal area or above?

Yes ☐ No ☒

b) Does the application include creation of one or more new dwellings (including residential annexes) either through new build or conversion (except the conversion of a single dwelling house into two or more separate dwellings with no additional gross internal area created)?

Yes ☐ No ☒

If you answered 'Yes' to either a) or b), please go to **Question 5**

If you answered 'No' to both a) and b), you can skip to **Question 8**

5. Exemption or Relief

a) Is the site owned by a charity where the development will be wholly or mainly for charitable purposes, and the development will be either occupied by or under the control of a charitable institution?

Yes ☐ No ☒

b) Does the proposed development include affordable housing which qualifies for mandatory or discretionary Social Housing relief?

Yes ☐ No ☒

If you answered 'Yes' to either a) or b), please note that you will need to complete 'CIL Form 10: Charitable and/or Social Housing Relief Claim'. The form must be submitted to the Collecting Authority, and any relief must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

A Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; or
- *If your CIL Liability Notice was issued prior to 1 September 2019*
The relief previously granted will be rescinded and the full levy charge will be payable.

You will also need to complete 'CIL Form 10: Charitable and/or Social Housing Relief Claim' if you think you are eligible for discretionary charitable relief, or discretionary social housing relief (if this is available in your area).

If you wish to claim exceptional circumstances relief, and if the charging authority have made exceptional circumstances relief available in their area (please check their website for details), you will need to complete 'CIL Form 11: Exceptional Circumstances Relief Claim'. The form must be submitted to the Collecting Authority, AND any relief must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

All CIL Forms are available from: www.planningportal.co.uk/cil

c) Do you wish to claim a self build exemption for a whole new home?

Yes ☐ No ☒

If you have answered 'Yes' to c), please note that you will need to complete 'CIL Form 7: Self Build Exemption Claim - Part 1'. This form must be submitted to the Collecting Authority, and any exemption must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

A Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; or
- *If your CIL Liability Notice was issued prior to 1 September 2019*
The exemption previously granted will be rescinded and the full levy charge will be payable.

All CIL Forms are available from: www.planningportal.co.uk/cil

d) Do you wish to claim an exemption for a residential annex or extension?

Yes ☐ No ☒

If you have answered 'Yes' to d), please note that you will need to complete either 'CIL Form 8: Residential Annex Exemption Claim' or 'CIL Form 9: Residential Extension Exemption Claim'. The relevant form must be submitted to the Collecting Authority, and any exemption must be granted by them, prior to the commencement of the development. Otherwise the full CIL charge will be payable.

In respect of a residential annex, a Commencement (of development) Notice (CIL Form 6) must also be received by the Collecting Authority prior to the commencement of the development otherwise:

- *If your CIL Liability Notice was issued on or after 1 September 2019*
A surcharge equal to 20% of the notional CIL chargeable amount or £2,500, whichever is the lower amount, will be incurred; or
- *If your CIL Liability Notice was issued prior to 1 September 2019*
The exemption previously granted will be rescinded and the full levy charge will be payable.

All CIL Forms are available from: www.planningportal.co.uk/cil

6. Proposed New Gross Internal Area

a) Does the application involve new **residential development** (including new dwellings, extensions, conversions/changes of use, garages, basements or any other buildings ancillary to residential use)?

Please note, conversion of a single dwelling house into two or more separate dwellings (without extending them) is **not** liable for CIL. If this is the sole purpose of your development proposal, you should answer 'No' to Question 4b above.

Yes ☐ No ☒

If yes, please complete the table in section 6c below, providing the requested information, including the gross internal area relating to new dwellings, extensions, conversions, garages or any other buildings ancillary to residential use.

b) Does the application involve new **non-residential development**?

Yes ☐ No ☒

If yes, please complete the table in section 6c below, using the information from your planning application.

c) Proposed gross internal area:

Development type	(i) Existing gross internal area (square metres)	(ii) Gross internal area to be lost by change of use or demolition (square metres)	(iii) Total gross internal area proposed (including change of use, basements, and ancillary buildings) (square metres)	(iv) Net additional gross internal area following development (square metres) (iv) = (iii) - (ii)
Market Housing (if known)				
Social Housing, including shared ownership housing (if known)				
Total residential				
Total non-residential				
Grand total				

7. Existing Buildings

a) How many existing buildings on the site will be retained, demolished or partially demolished as part of the development proposed?

Number of buildings:

b) Please state for each existing building/part of an existing building that is to be retained or demolished, the gross internal area that is to be retained and/or demolished and whether all or part of each building has been in use for a continuous period of at least six months within the past thirty-six months. Any existing buildings into which people do not usually go or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted temporary planning permission should not be included here, but should be included in the table in section 7c.

	Brief description of existing building/part of existing building to be retained or demolished.	Gross internal area (sqm) to be retained.	Proposed use of retained gross internal area.	Gross internal area (sqm) to be demolished.	Was the building or part of the building occupied for its lawful use for 6 continuous months of the 36 previous months (excluding temporary permissions)?		When was the building last occupied for its lawful use? Please enter the date (dd/mm/yyyy) or tick still in use.
1	RESIDENTIAL BUNGALOW	141	RESIDENTIAL	NIL	Yes ☒	No ☐	Date: or Still in use: ☒
2					Yes ☐	No ☐	Date: or Still in use: ☐
3					Yes ☐	No ☐	Date: or Still in use: ☐
4					Yes ☐	No ☐	Date: or Still in use: ☐
Total floorspace		141		-			

7. Existing Buildings (continued)

c) Does the development proposal include the retention, demolition or partial demolition of any whole buildings **which people do not usually go into or only go into intermittently for the purposes of inspecting or maintaining plant or machinery, or which were granted planning permission for a temporary period?**

Yes ☐ No ☒

If yes, please complete the following table:

	Brief description of existing building (as per above description) to be retained or demolished.	Gross internal area (sqm) to be retained	Proposed use of retained gross internal area	Gross internal area (sqm) to be demolished
1				
2				
3				
4				
Total of which people do not normally go into, only go intermittently to inspect or maintain plant or machinery, or which was granted temporary planning permission				

d) If the development proposal involves the conversion of an existing building, will it be creating a new mezzanine floor within the existing building?

Yes ☐ No ☒

If Yes, how much of the gross internal area proposed will be created by the mezzanine floor?

Use	Mezzanine gross internal area (sqm)

8. Declaration

☒ I/we confirm that the details given are correct.

Name:

V.J. BODDY (AGENT)

Date (DD/MM/YYYY). Date cannot be pre-application:

25/03/2022

It is an offence for a person to knowingly or recklessly supply information which is false or misleading in a material respect to a collecting or charging authority in response to a requirement under the Community Infrastructure Levy Regulations (2010) as amended (regulation 110, SI 2010/948). A person guilty of an offence under this regulation may face unlimited fines, two years imprisonment, or both.

For local authority use only

Application reference:

Biodiversity Checklist for Householder Applications

Planning Authority ref: (for office use)

Site address:

8 BEECHWOOD AVENUE, WATERLOOVILLE, PO7 7LR

There are numerous legally protected sites of nature conservation interest across Hampshire. Hampshire also supports a wide range of legally protected species and non-statutory important sites. Developments can adversely affect these and in many cases Local Planning Authorities (LPAs) are **legally required** to address potential impacts to these. LPAs are required by the Government to consider the conservation of biodiversity when determining a planning application. Government planning policies for biodiversity are set out in the National Planning Policy Framework (NPPF), while the Local Authority's local plan / core strategy will set out how they address these requirements in local policy terms. In order to meet these requirements, LPAs need to be able to understand what the potential impacts of the development might be and if there are impacts on biodiversity, how these will be avoided or mitigated.

This Checklist has been designed to help you work out if your proposal is likely to affect biodiversity, and if so, help you understand what additional information you will need to provide to support your application and how to get that information.

Guidance for applicants

If your answers to the questions in **Sections 1** and / or **2** identify that your project may potentially have an adverse impact on designated sites, priority or other notable habitats or legally protected or notable species, you will need to submit a Biodiversity Statement or other suitable report which demonstrates the following:

- Information about the sites, species, habitats or features that could be affected (such as location, size, abundance, importance)
- Likely impacts of your development on habitats, sites or species identified in this Checklist
- How alternative designs and locations have been considered
- How adverse impacts will be avoided
- How any unavoidable impacts will be mitigated or reduced (*see note 4*)
- How impacts that cannot be avoided or mitigated will be compensated (*see note 4*)
- Any proposals for enhancements of biodiversity

Where more targeted and specific reports are necessary (for example bat surveys), these must:

- Be undertaken by an appropriately qualified and experienced person
- Be of appropriate scope and detail (i.e. be carried out to established standards)
- Be conducted at an appropriate time of year, in suitable weather conditions and using recognised methodologies.

Reports may not be required where applicants are able to provide pre-application correspondence from Natural England, the Local Authority or their ecological adviser that confirms that they are satisfied that the proposal will not have an adverse impact on any features identified in Sections 1 or 2.

The application may not be validated if any of the information submitted proves to be inadequate. If validated and the information is subsequently found not to fully address any potential impacts then further information may be required during the course of any planning application, for instance if any of the information you have provided needs clarification, or if other potential impacts are identified. If sufficient information on ecological issues is not provided by the time the application needs to be determined, the application may be refused.

It is strongly advised that you consider biodiversity at the **earliest** possible stage in your project as there are seasonal constraints to much of the survey work that may be needed to support your application.

For further advice on competent ecologists that can undertake specialist survey work, please see the Chartered Institute of Ecological and Environmental Management <http://www.cieem.net> in the first instance.

SECTION 1 – Sites and Habitats

PROPOSAL DETAILS Please answer ALL questions Yes or No by marking the appropriate box against each question	YES	NO	If you have answered ' YES ' to any of these, is it likely that the development would have an impact on the identified site? (see note 2) Please explain why / why not, or state if further information is provided (see below***)
1.1 Is the application site on or within 50m of a SSSI, SAC, SPA or Ramsar site? (see note 1)	☐	☒	
1.2 Are any of the following present on or within 50m of the application site? NB: If Yes, there may be a SINC* , Priority Habitat** or other important feature within or adjacent to the application site – please see <u>note 3</u> for further information on identifying these.			
a) Broad-leaved woodland	☐	☒	
b) Veteran (particularly old / large) trees	☐	☒	
c) Water courses (rivers or streams)	☐	☒	
d) Lakes or ponds	☐	☒	
e) Wetlands or marshes	☐	☒	
f) Flower-rich meadow / grassland	☐	☒	
g) Water meadow	☐	☒	
h) Heathland	☐	☒	
i) Mature hedgerow	☐	☒	

* SINC – Site of Importance for Nature Conservation. These are not legally protected, but are identified in the LPA's Local Plan as being of importance for biodiversity and are considered during the planning process – see <http://www3.hants.gov.uk/biodiversity/hampshire/sincs.htm>

** Priority Habitat – natural or semi-natural habitats that have been identified as being at risk (in that they are rare or in decline) or that are important for certain key species of plant or animal – see <http://www.naturalengland.org.uk/ourwork/conservation/biodiversity/protectandmanage/prioritylist.aspx>

*** This may simply be a brief explanation in the box provided, for example stating that the identified feature is outside the development footprint and boundaries, or may be a more formal biodiversity assessment or survey report. Please note that submitted information will be reviewed by the Planning Authority's retained ecological advisor and you may be asked for further clarification if necessary either prior to validation or during the application process.

Section 2 - Species

PROPOSAL DETAILS Please answer ALL questions Yes or No by marking the appropriate box against each question		YES	NO	If you have ticked 'YES' to any of these, you will need to consider potential impacts to the following:	Survey attached?
2.1 Will the proposed works affect existing buildings with ANY of the following features? (see note 2)					
a) buildings with hanging tiles (see note 5), timber cladding / weatherboarding where the building is within 200m of woodland or water	☐	☒	☐ Bats and bat roosts		
b) pre-1960 buildings or structures within 200m of woodland and/or water	☐	☒			
c) pre-1914 buildings or structures within 400m of woodland and/or water	☐	☒			
d) pre-1914 buildings with gable ends, traditional clay tile roofs or slate roofs, hanging tiles or weatherboarding regardless of location	☐	☒			
e) structures where there is known current or historic bat use	☐	☒			
2.2 Will the proposal affect trees with ANY of the following features? (see note 2)					
a) old and veteran trees	☐	☒	☐ Bats and bat roosts ☐ Nesting birds		
b) trees with obvious holes, cracks, cavities or heavy vegetation	☐	☒			
c) trees with a circumference greater than 1m at chest height	☐	☒			
2.3 Are there streams, rivers or lakes on or within 25m of the application site that would be affected (including their banks and adjacent habitat) by the development?		☐	☒	☐ Bat foraging habitat ☐ Otters ☐ Water vole ☐ White-clawed crayfish	☐
2.4 Will the proposals affect (see note 2) any of the following features?					
a) deciduous (i.e. not mainly conifer) woodland?	☐	☒	☐ Bat foraging habitat ☐ Dormice ☐ Breeding birds ☐ Badger		
b) field hedgerows over 1m tall and over 0.5m thick?	☐	☒			
c) areas of scrub well-connected to woodland or hedgerows?	☐	☒			
2.5 Is the proposal within 200m of a pond, where the surface area of the pond, when water is at its highest level (excluding flood events), is 225m ² (c.15m x 15m)?		☐	☒	☐ Amphibians (particularly with respect to great crested newts)	☐
2.6 Will the proposal affect mature/overgrown gardens over 0.25ha, or any rough grassland, derelict/brownfield land, railway land or allotments? (see note 2)		☐	☒	☐ Reptiles ☐ Breeding birds	☐
2.7 Will the proposal affect flower-rich meadows or grassland on or directly adjacent to the site? (see note 2)		☐	☒	☐ Breeding birds	☐