



**SUSTAINABILITY CHECKLIST FOR HOUSEHOLDER  
APPLICATIONS**

The overall aim of the District Plan for Welwyn Hatfield is to make development more sustainable in order to improve people's quality of life. This checklist has been drawn up to identify the things that could make householder development more sustainable. The intention is that this should be completed and returned with your planning application form. It will then be used by the Council in assessing whether your proposal is acceptable.

However, this checklist only covers sustainability issues. There will be other matters which the Council will need to consider, such as design, which are set out in the District Plan and in this document. In designing your extensions, buildings or alterations you should refer to the relevant policies and standards.

Applicants should be aware that if their house is a listed building or in a Conservation Area, some or all of the criteria may not be appropriate to their application. In such cases you should contact a Planning Officer at the Council to discuss the checklist.

**Please state how your proposal addresses the following criteria:**

1. Minimize any impact on the daylight, sunlight and privacy enjoyed by any neighbouring property.

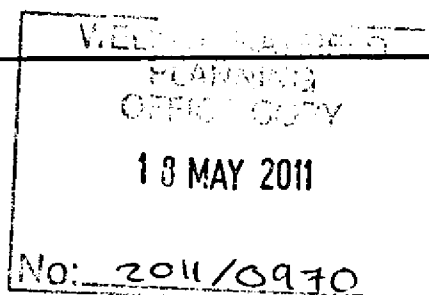
NO LOSS OF LIGHT TO ADJOINING PROPERTIES  
AND NO OVERLOOKING

2. Make best use of the sun's energy to reduce energy costs e.g. south facing living room windows.

EXISTING BUILDING WINDOWS FROM PROPOSED  
BEDROOM FALL DOWN THE GARDEN

3. Maximize other opportunities for energy saving, such as cavity wall insulation, double-glazing or loft insulation.

ALL INSULATION LEVELS TO BE AT OR ABOVE  
BUILDING REGULATION REQUIREMENTS.



4. Use other sources of energy e.g. solar panels.

NON PROPOSED

5. Use renewable recycled or second-hand materials during construction.

NON PROPOSED

6. Design the building/extension so it is accessible for people with all levels of mobility, in particular people with disabilities, prams.

N/A.

7. Use permeable materials for hard standings or parking areas to reduce surface water run-off and evaporation.

N/A

8. Install water-efficient fixtures and appliances to conserve water (e.g. special showers, taps, cisterns) and equipment to recycle water (e.g. rainwater butts).

TO BE CONSIDERED

9. Preserve existing trees, hedges and other natural features.

N/A

10. Use landscaping and natural features externally which will increase biodiversity e.g. planting native species, or species attracting wildlife and including water features.

N/A.

11. Use hedges rather than brick and concrete walls or fences as a means of enclosure, or soften the look of existing walls/fences with climbing plants.

N/A

12. Design the extension or building to include crime prevention measures e.g. avoid accessible flat roofs, avoid situating extensions/buildings close to footpaths, avoid solid fences giving easy access for burglars.

WINDOWS AND DOORS TO HAVE SECURITY LOCKS

13. Minimize noise levels, and light and dust pollution during construction.

WILL BE CONSIDERED

14. Considers the need for adequate storage for cycles and domestic recycling facilities.

N/A

The completed checklist should be returned with your completed planning application. Further guidance on sustainable development can be found at <http://www.hertsdirect.org/scholearn/aboutstatesch/assetsteward/Sustainability>

18 MAY 2011

2011/0970

## BIODIVERSITY CHECKLIST

The purpose of the biodiversity checklist is to decide the presence of protected habitats and species within or in close proximity to the application site. All of these protected habitats and species are afforded varying levels of protection under the following pieces of European and Statutory legislation.

The Habitat Regulations (as amended), 1994

The Wildlife & Countryside Act (as amended), 1981

The Conservation of Habitats and Species Regulations 2010

The council has a duty to protect and conserve biodiversity in all of its functions. The biodiversity checklist will identify those important habitats and species that need to be protected and conserved from a series of questions and answers. This will quicken the planning application process by allowing the council to assess whether further information is required and request this information. If the information provided is not adequate, the applicant is advised that the application may not be successful.

### Internationally important sites:

- Is the development within 2km of a Special Area for Conservation (SAC)?  
**YES / NO**

If yes, written ecological reports will be required, although this may not be necessary where the applicant is able to provide pre-application correspondence from Natural England (NE), which confirms that they are satisfied that the proposed development will not have a detrimental impact on any SAC or SPA site.

### Nationally important sites.

- Does the proposed development affect, or is it within 500 metres, of a Site of Special Scientific Interest (SSSI)?  
**YES / NO**

If yes, you will need to consider whether the proposed development could result in damage to the wildlife value of the site and you should consult with Natural England to clarify.

It may be necessary to submit supporting information, from Natural England and/or in the form of a written report, showing that the proposal will not impact on the SSSI. You should submit copies of any correspondence with your planning application.

### County Wildlife Sites.

- Does the proposed development affect, or is it adjacent to, a county Wildlife Site (WS)?  
**YES / NO**

If yes, you will need to consider whether the proposed development could result in damage to the wildlife value of the site. It may be necessary to submit supporting information, in the form of a written report, showing that the proposal will not impact on the WS.

If impacts are identified, it will be necessary to submit written information on how the impacts will be mitigated. Consult with the Hertfordshire Biological Records Centre (HBRC) and submit copies of any correspondence with your planning application.

### **Buildings.**

Does the proposed development include the demolition, modification, or conversion of buildings and structures of the following types and structures?

- All agricultural buildings (farm houses and barns), particularly of traditional brick or stone with exposed wooden beams. **YES / NO**
- Proposals for the demolition or removal of buildings and structures, especially those with roof voids and gable ends or tile/slate roofs, regardless of location. **YES / NO**
- All buildings with weather boarding and/or hanging tiles that are within 200m of woodland and/or water. **YES / NO**
- Pre-1960 detached buildings and structures within 200m of woodland and/or water. **YES / NO**
- Pre-1914 buildings within 400m of woodland and/or water. **YES / NO**
- All Listed Buildings. **YES / NO**
- Any works to tunnels, culverts, kilns, ice-houses, chalk mines, and cellars with access to the outside. **YES / NO**
- Any works to bridge structures, aqueducts and viaducts, particularly those over water. **YES / NO**
- Any proposals for the exterior lighting of churches and Listed Buildings or the floodlighting of green space and ménages, within 50 metres of woodland, rivers, lakes, hedgerows and lines of trees, particularly if they connect with woodland and waterbodies. **YES / NO**

### **Habitats.**

- Is the development proposal in a setting with any of the following features: mature woodland, hedgerows, trees, scrub, grassland, rivers, lakes, marshes, ponds and ditches? **YES / NO**
- Does the development involve the felling of any trees, particularly mature trees with hollows, cracks, crevices and loose bark? **YES / NO**
- Does the development involve the removal of a traditional orchard, scrub, lines of trees, hedgerows and shrubs? **YES / NO**
- Does the development affect, or is it within, 100 metres of a river, stream, ditch, canal, lake or pond? **YES / NO**
- Does the development affect, or is it within, 100 metres of a quarry, gravel or clay pit? **YES / NO**

- Does the development affect, or is it within, 100 metres of allotments or railway land? **YES / NO**
- Does the development affect, or is it adjacent to, an area of rough grassland, scrub or derelict land? **YES / NO**
- Does the development site contain any piles of wood, rubble, woodchip, compost or manure heaps? **YES / NO**

Site Address: 22 KINGSWELL ROAD CUFFLEY HERTS EN6 4LH

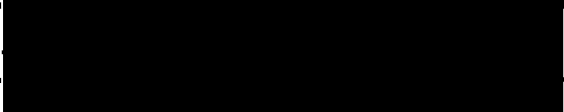
**Details of person responsible for completing the checklist.**

Name: STEVE KING

Relationship to proposal: APPLICANT  
e.g. applicant, agent, ecological consultant.

**Declaration:**

Being familiar with the proposed development and the site in question, the information supplied is correct to the best of my knowledge.

Signed: 

Date: 10-5-2011

**Please return it to the Local Planning Authority with your Planning / Estate Management application.**