

18.SUMMARY OF VALIDATION REQUIREMENTS WIND TURBINES

Please see the Full Validation checklist for more detail

Grey shading indicates that this information is always required to validate the application.

Other information may also be required in accordance with the full list.

If any of this is missing the application will be delayed until it is provided.

The case officer may request other information after the application has been registered

NB: Ministry of Defence (MOD) and Civil Aviation Authority (CAA) Initial Checks – The Council strongly advises applicants to first check with the MOD and CAA whether a proposed wind turbine(s) would be within flight paths and/or whether proposed wind turbine(s) would have an impact on radar (for example the Warton radar). The Council recommends that this is done prior to the submission of a planning application.

NB: This checklist should be read in conjunction with the Council's pre-application advice note for wind turbine proposals (attached below) as this provides additional detailed advice/notes in respect of required documents.

NATIONAL REQUIREMENTS		√
N1	Application Form :Answer all questions	
N2	Correct Fee	
N3	Ownership Certificates <ul style="list-style-type: none"> • Certificate A must be completed when the applicant is the sole owner of the site. • Certificate B must be completed when the owner of the site is known to the applicant • Certificate C and D must be completed when some or none of the owners of the site are known 	
N4	Agricultural Holdings Certificate	
N5	Article 6 Notices If you are using certificate B or C you will need to serve an Article 6 notice on the owner. The relevant form for this can be obtained from the councils website	
N6	Location Plan This should: <ul style="list-style-type: none"> • Be up to date and of Ordnance Survey quality • Be At a scale of 1:1250 or 1:2500 • Show a North point. • Show at least two named roads • Show surrounding buildings which are named or numbered. • Clearly identify the application site with a red edge which should include all the land required to carry out the proposed development. (including any access roads) • Show any other land in the control or ownership of the applicant which is close to or adjacent to the application site, with a blue line. • Show the exact location of the application site. <p>CAD/GIS files.</p> <p>In addition to providing location and site plans as PDF files, applicants with the ability to provide GIS files are encouraged to include GIS files. These files, which can be generated by many CAD programs, can be in any of the following file formats: DBF, API, GIL, ArcINFO/SHP, MapInfo Mld/Mif/TAB, DXF, FastMap/Wings.</p> <p>Please submit more than one file type if possible. This should provide greater accuracy for location and site plans where the site boundaries or developments are not located near landmarks.</p>	
N7	Site Plan This should: <ul style="list-style-type: none"> • Be at a scale of either 1:500 or 1:200 • Show the direction of North • Clearly show the position of the wind turbine(s) and any tracks or cables • Include written dimensions including those to the boundaries • Indicate any buildings or other structures to be demolished. • Show all the buildings, roads and footpaths on land adjoining the site including access arrangements • All public rights of way crossing or adjoining the site • The position of all trees on the site, and those on adjacent land • The extent and type of any hard surfacing • Any boundary treatments including walls/fencing where these are proposed. 	

N8	<p>Floor Plans These should:</p> <ul style="list-style-type: none"> • Be drawn to a recognised metric scale, preferably 1:50 or 1:100 • Explain the proposal in detail including the footprint of any buildings or structures. • Show details of the existing buildings and those for the proposed development. • Show the development in context with any adjacent buildings (including property numbers where appropriate). 	
N9	<p>Elevations These should:</p> <ul style="list-style-type: none"> • Be drawn to a recognised metric scale, preferably 1:50 or 1:100 • Explain the proposal in detail • Show details of the proposed wind turbine • Show all sides of the proposal • Show colours and materials 	
N11	<p>Design & Access Statements As well as providing the rationale behind the design and development of the proposed scheme, the Design and Access statement accompanying the planning application should demonstrate how the proposed access tracks are capable of safely accommodating the proposed traffic, including long loads. The statement should also include an assessment of landscape and visual impact (see section 7 below for further details).</p> <p>Additional information which will be required includes:</p> <ul style="list-style-type: none"> • The proposed total number of lorry and crane movements and routes of travel • Details of what measures will be required to accommodate oversize loads on the road network • Details of the proposed engineering design and construction of access tracks, including details of their permanence or removal once the wind turbine(s) are erected, and source of materials. • Details of crane hard standings • Details of any concrete mixing to be carried out on site, and details of disposal of excess concrete and washing out of equipment • Location and design of construction compound where appropriate • Design and location of any electricity transmission equipment • Proposed hours of construction 	
N12	<p>Environmental Statement Required for development falling within the provisions of: The Town and Country Planning (Environmental Impact Assessment) (England and Wales) Regulations 1999</p> <ul style="list-style-type: none"> • Major Developments over a certain size • Where there would be a significant impact on the local environment 	

Please see following pages.

LOCAL REQUIREMENTS		
L2	<p>Statement of Community Involvement: For wind turbines: To demonstrate that the views of the local community have been sought and taken into account in formulating the proposals</p> <ul style="list-style-type: none"> • This should include details & evidence of the engagement with the local community. • The consultation area should cover residential properties within 400 metres of the site • The position of the turbine should be marked on site prior to consultation with a red stake not less than 2 metres high. A photograph of this will be required • A copy of the consultation letter and a list of consultees will be required 	
L3	<p>Supporting Planning Statement Required:</p> <ul style="list-style-type: none"> • For Wind Turbines To: <ul style="list-style-type: none"> ○ Include a Grid reference ○ Address why the turbine is needed ○ Provide details of wind speeds ○ Provide evidence of the feasibility of energy generation ○ Include a shadow flicker report ○ Include a visual amenity assessment ○ Include a highways plan showing the route to be used for the delivery of the turbine and if necessary temporary alterations to the highway to enable delivery ○ Include a Hydrological & Soil Assessment Report to establish whether the proposal would have an impact in peat or the hydrology of the area 	
L5	<p>Tree Survey Required:</p> <ul style="list-style-type: none"> • For all developments affecting trees on or adjacent to the site 	
L6	<p>Ecological and Ornithology Survey To include ornithological details any necessary mitigation measures.</p>	
L21	<p>Noise Impact Assessment To include details of any mitigation measures</p>	
L25	<p>Photographs & Photomontages Required:</p> <ul style="list-style-type: none"> • When the application is for wind turbines /telecommunication masts to: <ul style="list-style-type: none"> ○ give an accurate indicative view of the Turbine in position ○ Show the position of the marker stake 	
L32	<p>Copies of Applications on CD Required for:</p> <ul style="list-style-type: none"> • All hard copy/paper applications • Major applications when requested during pre application discussions 	

Applicants are encouraged to submit and pay for planning and other applications electronically using the Government's Planning Portal service on the internet – www.planningportal.gov.uk. The Council will process applications submitted on paper. These require

- (i) 1 copy of each document, plan and form **AND**
- (ii) 1 copy of all the application documents on CD in PDF format.

If you do not intend to provide all the information required by the Councils local list of validation requirements, you should provide a short written justification as to why it is not appropriate in the particular circumstance.



Pre-application Advice Note for Wind Turbine Proposals

Hyndburn Borough Council

Approved by Cabinet August 2012

General Requirements

Proposals for wind turbines need to be carefully considered and in order for officers to provide a view in terms of their acceptability at pre-planning application stage customers will need to provide the following information as a minimum. Officers will not be in a position to commence work on providing pre-planning application advice unless and until the following information has been provided.

Ministry of Defence (MOD) Initial Checks

We strongly advise enquirers to check with the MOD whether proposed wind turbine(s) would be within flight paths and/or whether proposed wind turbine(s) would have an impact on radar (for example the Warton radar).

For further information please use the web link below:

<http://www.mod.uk/DefenceInternet/MicroSite/DIO/WhatWeDo/Operations/ModSafeguarding.htm>

The MOD will be consulted at planning application stage but it is important to engage directly with the MOD early on in the process. It may not be possible for Hyndburn Borough Council to obtain information from the MOD as part of the formal pre-application advice service (due to MOD workloads) and accordingly enquirers are strongly advised to do their own checks prior to the submission of a formal pre-planning application advice enquiry.

Location Plan

Scaled location plan of the site with the proposed tracks, cables and wind turbine(s) annotated in a red line.

Turbine(s) Height and Appearance

Scaled drawings to be submitted including the colour and appearance of the turbines.

Photo-montage illustrations

To indicate what the turbine(s) will look like from roads, settlements and footpaths. Long and short distance photomontages are required. Photomontages should be undertaken by a suitably qualified person.

A Landscape and Visual Impact Assessment to include zones of theoretical visibility

A landscape and visual impact assessment shall be submitted which demonstrates how visual impacts have been minimised / mitigated and how the proposed turbine(s) will fit into the landscape. The assessment should include details of the following:

- Alternative sites which have been considered for the development
- Alternative turbine amounts / layouts / configurations which have been considered
- Alternative turbine heights / models / appearances which have been considered
- Alternative access arrangements / routes which have been considered
- Landscaping arrangements which have been considered to mitigate the visual / landscape impact of the proposed turbine(s).

For each of the above, it should be clearly demonstrated why the chosen arrangements represent the best option in terms of visual and landscape impact minimisation.

The cumulative visual impact of the proposed turbine(s) with other existing operational or permitted turbines, or turbines currently subject to a planning application should be fully addressed in the Landscape and Visual Impact Assessment.

Unless the application is for a single turbine with a height of 25m or less (which is not within 1km of any other operational or permitted turbines, or turbines currently subject to a planning application), the Council will expect applications to be accompanied by two Ordnance Survey based maps showing the ZTV of the proposed turbine(s):

- The first of the maps should show the ZTV of the proposed turbine(s) only.
- The second map should show the cumulative ZTV of the proposed turbine(s) along with any other operational and permitted turbines (and those currently subject to a planning application). Applicants should contact the Council to obtain an up to date list of such turbines.

The radius of the ZTV maps required depends on the proposed height of the turbine(s) in the application and other factors. The following table sets out the Council's general requirements:

Turbine Height (to blade tip)	Number of Turbines	Is the site within 1km of any other operational or permitted turbines, or turbines currently subject to a planning application?	Required Radius of ZTV Maps
0-25m	1	No	Not required
0-25m	1	Yes	2km
0-25m	2-5	No	10km
0-25m	2-5	Yes	15km
0-25m	6-10	No	20km
0-25m	6-10	Yes	20km
0-25m	10+	No	20km
0-25m	10+	Yes	30km
26-60m	1	No	20km
26-60m	1	Yes	30km
26-60m	2+	No	30km
26-60m	2+	Yes	30km
Over 60m	1	No	30km
Over 60m	1	Yes	30km
Over 60m	2+	No	30km
Over 60m	2+	Yes	30km

Public rights of way and roads

Map showing public rights of way in the vicinity of the site – this can be obtained from Lancashire County Council's Mario Maps (www.lancashire.gov.uk)

Noise Survey

To include, if necessary, mitigation (NB: Advice should be sought from Hyndburn Environmental Health in terms of whether there is a need for background noise readings to accompany a noise survey or whether a desk top study would initially suffice).

Ornithological and Ecology Survey(s)

In the first instance the applicant should carry out a desk study/data search to identify the possible presence of potentially vulnerable species or habitats in the local area, and that the results of the desk study may indicate that surveys for particular species are required.

Relevant organisations to contact (as a minimum) would be the Lancashire Environment Records Network (LERN – the local records centre), and local ornithology and bat groups.

The applicant will need to address both construction and operational impacts. e.g.

- Construction (turbine foundation, hardstanding areas, access route, cable route, etc) could have impacts on protected or priority species (for example, nesting birds, badgers, great crested newts/common toads, water voles (if water courses affected), etc) and habitats (if for example within a BHS or an area of priority habitat). The applicant will need to demonstrate that impacts on protected and priority species and habitats will be avoided, mitigated or compensated.
- Operational impacts tend to be limited to bats and birds, so
- If the turbine would be located within 50m of potential bat habitat (hedgerows, trees, tree lines, woodlands, watercourses, ponds, buildings, etc), then there should be an assessment of potential impacts on bats. Applicants should refer to guidance issued by the Bat Conservation Trust (Bat Surveys – Good Practice Guidelines) and Natural England (e.g. Technical Information Notes 51 and 59). If impacts on bats (killing or injuring, disturbance, impacts on roosts, etc) cannot be ruled out then options for mitigation should be explored.
- Turbines can result in collision and disturbance/displacement of sensitive bird species. Smaller turbines are less likely to result in significant collision risk or displacement, but even small turbines (perhaps 25m to blade tip) have the potential to disturb/displace sensitive birds (such as curlew) by several hundred metres. The presence of barn owl roosts/nests/foraging habitat should also be considered, as barn owls may be vulnerable to collision but are also affected by the noise of turbines (they have sensitive hearing) and inappropriately sited turbines could result in abandonment of nests/roosts/territories. The applicant will therefore need to demonstrate that the turbine will not result in impacts on priority bird species. The applicant might want also to refer to RSPB guidance (Wind turbines, Sensitive Bird Populations and Peat Soils: A Spatial Planning Guide for on-shore wind farm developments in Lancashire, Cheshire, Greater Manchester and Merseyside), as this will highlight whether or not the turbine is in a potentially sensitive area (and thus whether or not there is a need for some sort of assessment of potential impacts).

If the desk top study indicates a need to undertake specific surveys these must be completed and must accompany the planning application.

In all cases the applicant should provide details in terms of how nature conservation will be both protected and enhanced.

Hydrological and Soil Assessment report

It will be important to establish whether for example the proposals would have an impact on peat or hydrology for the area.

Highways

Plan showing the route to be used for delivery of the turbine(s) and if necessary temporary alterations to the highway to enable delivery.

Visual Amenity Assessment

Statement assessing the impact of the proposal in visual amenity terms (this should include reference to a plan for landscape sensitivity for wind farms available on Lancashire County Council Mario Maps – www.lancashire.gov.uk)

Need for Turbine(s)

Details of why the wind turbine is needed – e.g. is it to serve nearby development or is it to provide energy to feed into the national grid).

Wind Speeds

Details relating to wind speeds in the area and whether the turbine(s) would efficiently and effectively generate energy.

Community Involvement

Details of engagement with the local community – As a minimum applicants will be expected to have sent letters with proposed plans to those living in residential properties close to the site (at least within 500 metres of the site). A copy of such a letter with list of addresses should accompany the pre-application advice proposal. The pre-application advice proposal should not be submitted until the period (at least 14 days) for receipt of comments from residents has expired. All representations received as part of the pre-planning application consultation should accompany the pre-planning advice application. Applicants are advised to mark the position of the turbine(s) using a wooden stake painted in a bright red colour.

Shadow Flicker Report

A report will be needed where there are houses close to the site.

Location of Turbines

Wind turbines are often located in exposed locations and where it is difficult to ascertain precise location. Applicants should therefore include OS grid reference coordinates. In addition applicants are advised to mark the position of the turbine(s) using a wooden stake painted in a bright red colour. In exceptional cases the applicants may be asked to position “weighted” balloons so that the location of the proposed turbine(s) can be clearly viewed/assessed from longer distance vantage points.

Requests for Screening Opinions

Applicants are advised to request that applications for wind turbines are screened by the Local Planning Authority, having regard to Schedule 2 of the Town and Country Planning (Environmental Impact Assessment) Regulations 2011, in the following circumstances:

- (i) The development involves the installation of more than 2 turbines; or
- (ii) The hub height of any turbine or height of any other structure exceeds 15 metres.

The information in the general requirements section above should accompany such a request. Applicants should formally request a screening opinion by letter.

Planning Application Fees for Wind Turbines

Circular 04/2008 states:

“Wind turbines are Category 5 for fees purposes (unless of the small domestic type, where installation should be treated as an alteration or curtilage operation in Category 6 or 7a if not allowed as permitted development). To calculate the fee for a new windfarm, add all the land over which the blades of each turbine can rotate to the area of the footprint of any ancillary structures and engineering works. It is not necessary to include within the red line(s) on an application to put up wind turbines any other land between the turbines if no development is proposed there. On a site of no more than

five hectares, £335 should be charged for each 0.1 hectare. Over five hectares, a fixed sum of £16,565 is payable with an additional £100 for each 0.1 hectare in excess of the first five hectares, subject to a maximum in total of £250,000.

Using land within the perimeter of a windfarm for agriculture would not require planning permission for change to a mixed use.

Example

*Application to add one turbine to a windfarm, with a substation, buried cable, extended access track and enlargement of the perimeter fence? Including land the blades rotate over, substation and other engineering works, but excluding the access track, the relevant area is 2 hectares. The fee for 2 hectares at £335 per 0.1 hectare comes to 20 x £335 = £6,700. There is no need to include the fixed £170 for new access track (under Category 7b), or the £170 for more fencing (a Category 2 structure that creates no floor space), since only the largest fee is chargeable (see **Mixed category applications**, below). Therefore only £6,700 would be payable”.*

The Council charges for pre-planning application advice. Pre-application advice notes, forms and charges are available to be viewed and downloaded from the Council’s web site – www.hyndburnbc.gov.uk