

**Pre-Application Advice - Small Major development**

This service is appropriate for the following types of application:

* 10-20 dwellings
* 1,000- 1,999 sqm commercial floorspace
* 0.5-1ha site area

Larger developments are important to us. They can have a considerable impact on Oldham and it is important to get them right, both for the local economy and for the impact that they will have on the local community and area. We will generally offer a pre-application advice meeting to discuss these proposals.

**Scope of advice**

• Information on the relevant policies and other planning requirements.

• Provision of advice regarding the procedure, consultation, and estimated time scale concerning the processing of the application

• The required information for making a valid planning application

• Informal and without prejudice comments and guidance on the content, and presentation of an application likely to satisfy the Council’s planning policies

**Information required from the applicant:**

The Council will require sufficient information to enable a quality advice service to be provided. Generally, the more information you can give us the more assistance we can give you in developing your proposals and making your application. The minimum we require will include:

* A description of the proposed development
* Photographs and / or sketch drawings showing the site, buildings and trees as existing
* Outline of proposal (on plans scale 1:50 or 1:100)
* Sketch drawings showing the size, height and scale of development
* Appropriate technical reports

Further specialised information may be required for such schemes. This will be assessed by the case officer who will advise on any further information that is required. The case officer will research the planning history and carry out any internal consultations that are necessary and usually visit the site prior to the pre-application meeting.

**What the applicant will receive**

Usually the service will involve the planning case officer only but if you wish officers from other service areas within the Council to be involved in the pre-application meeting, then you should indicate this on the application form. An additional charge will be made for the involvement of each additional officer. Whilst you may request the involvement of other officers, the Council retains discretion as to who is involved in delivering the service.

Subject to the availability of all the required information, you will receive:

* A meeting with the case officer where your draft planning application will be discussed, and advice will be given outlining the planning issues, constraints and application requirements, plus a view on whether the scheme is acceptable
* If requested, a written response from the case officer will follow the meeting within 10 working days setting out the advice.