

CONCORDAT WITH ARCHITECTS & AGENTS

The Council recognises that the delivery of a high quality planning service requires the support of many organisations and agencies working together to achieve common goals and objectives. Local architects and agents have a key role to play in this process, and have a major role to play in achieving high levels of design and the efficient processing of applications within government guidelines.

This concordat has been designed to assist architects and agents in their engagement with the Planning Service. It focuses on the importance of pre-application advice, how it can be achieved and how resulting applications will be determined.

SECTION 1 – PRE-APPLICATION ADVICE

The Council places great importance on pre-application advice. We want to work in partnership with applicants to achieve high quality developments for the benefit of all concerned.

Pre-application advice is a critical part of the project management of any development, whether it be a relatively minor householder development or a major commercial scheme.

From the developer's perspective it allows detailed advice from the Council to be incorporated into any scheme before it is submitted.

From the Council's perspective it provides an opportunity to give advice on adopted planning policies and local issues which a developer may not be aware of, and gives an early warning of the submission of an application.



Properly applied, pre-application discussion and advice can:

- Help to achieve high quality development
- Avoid costly mistakes being made at the application stage
- Speed up the processing of the application
- Ensure that statutory consultees outside the control of the Council are engaged as early as possible in the process
- Contribute to a development team approach
- Provide valuable face-to-face control and identify an eventual case officer
- Identify schemes which are unlikely to receive favourable consideration.

What Service do we Offer?

We offer advice at several levels.

Our dedicated Customer Care Team provides general advice on most procedural issues. This service is provided without the need for appointment.

Planning Officers provide a tailored pre-application service on request and by appointment. For major applications a development team meeting will be arranged incorporating other Council services and external consultees.

To arrange a tailored pre-application meeting please telephone for an appointment (01983 823552). In order that this process operates effectively, it will be necessary for you to indicate the nature of the site or property and the type of development proposed.



What we will do for You

In all cases we will provide the following for you as part of our pre-application service:

- Advise on the development plan background to your proposal. The Council adopted its Unitary Development Plan in 2001.
- Advise you of any supplementary planning guidance relevant to your proposal.
- Provide you with any leaflets/explanatory notes which may assist in the formation of your proposal.
- Provide you with a set of application forms.
- Provide you with a written summary of the advice you have been given.
- Provide you with a named contact and telephone number should you wish to make further contact with the Service before you submit your application.



In addition to the above:

- In the case of major applications provide you with the name of the case officer who will handle the application when submitted (if different to the initial contact) and an agreed timetable for determination.

SECTION 2 – DEALING WITH APPLICATIONS

The Council is under pressure to determine applications more quickly in order to meet government targets and expectations for an efficient and effective national planning service. We have responded positively to the modernisation agenda and are engaging with other agencies to achieve high quality consents quickly.

Inevitably we will endeavour to determine all applications within the periods prescribed by the Office of the Deputy Prime Minister. In practical terms this will not be achievable unless the majority of applications are submitted in a way that meet and respect the Council's approved standards. For these reasons the following principles will apply:

- Applications which are submitted fully in accordance with the Council's approved policies and standards will be afforded priority. It will be expected that applications which in themselves are the product of pre-application advice will meet these criteria if both parties have followed the guidance in this concordat. Inevitably the Council cannot predict the nature and level of comments that may be received on individual proposals, nor can a guarantee be given that consent will eventually be forthcoming.
- In the event that an application is submitted following pre-application advice and there are minor technical issues which need to be resolved the case officer will identify a specified period of time in order to provide the applicant with an opportunity to amend the application in order to achieve a consent.
- Applications which are submitted which do not accord with the Council's approved policies and standards are likely to be refused without discussion with the applicant/agent.
- Applications which are submitted following pre-application advice and which have clearly not followed the advice given will be refused without the opportunity for further discussions and negotiation.

Contacts:

To arrange a pre-application meeting please contact the 'Customer Information Team':

Tel: (01983) 823552

e-mail: development@iow.gov.uk

General Advice:

Further information and general advice is available from the Planning Services website:

Web site: www.iwight.com/planning

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DEVELOPMENT CONTROL

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PRE-APPLICATION ADVICE



PLANNING SERVICES