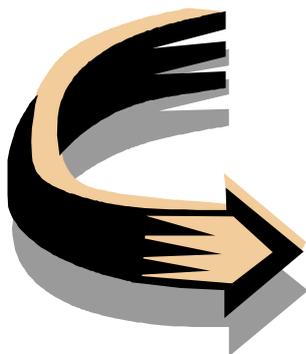


## Frequently Used Terms



Please note that this glossary of terms is intended as a general guide. It should not be relied upon, or taken to be a full interpretation of the law.

**Affordable housing** - low cost housing for sale or rent, often from a housing association. It is provided to meet the needs of local people who cannot afford accommodation through the open or low cost market, or other subsidised housing.

**Agricultural dwelling** - a dwelling which is subject to a condition that it shall only be occupied by someone who is employed or was last employed solely or mainly in agriculture, forestry or other appropriate rural employment.

**Area of Special Control of Advertisements** - an area which is specifically defined by the local planning authority because they consider its scenic, historical, architectural or cultural features are so significant that a stricter degree of advertisement control is justified in order to conserve visual amenity within that area. Much of South Cambridgeshire is within such an area.

**Area Action Plan (AAP)** – provides a statutory planning framework in the form of a set of detailed proposals for a particular area to be developed.

**Backland development** - development of a site which has no natural street frontage.

**Biodiversity** – The existence of a whole variety of plant and animal species. Often the subject of an Action Plan.

**Breach of Condition Notice (BCN)**  
A notice served by the LPA when there has been a failure to comply with any condition or limitation imposed on a grant of planning permission.

**Breach of Planning Control**  
Where development which requires planning permission has taken place, yet this permission has not been obtained.

**Brownfield land** - land that has been previously developed having been occupied by a permanent structure. The definition covers the curtilage of the development and therefore includes the gardens of residential properties. Agricultural and forestry buildings are usually excluded.

**Building Control/Regulations** – regulations separate from planning permission, which are concerned with the structural, health and safety aspects of new buildings and extensions.

**Building notice** – notice to carry out works without a detailed building regulations application.

**Called-in application** - a planning application referred to the Secretary of State for determination by him.

**Circular** – Government document that sets out policy and procedures, which have legal implications

**Climate change** - long-term changes in temperature, precipitation, wind and all other aspects of the Earth's climate.

**Compulsory Purchase Order (CPO)** – legal method by which a Council or Government department may acquire land or property without the owner's agreement.

**Conservation Area** – statutorily designated area of special architectural or historic interest

**Core Strategy** - a Development Plan Document setting out the spatial vision and strategic objectives of the planning framework for an area,

**Curtilage** – the garden or yard, which belongs to a property.

**Decision notice** – formal letter, which either grants or refuses planning permission.

**Deemed consent** – planning permission or advertisement consent, which is automatically granted by virtue of certain regulations.

**Delegated powers** – powers granted to a planning officer to determine a planning application without reference to a committee.

**Density** - in the case of residential development, a measurement of either the number of dwellings per hectare (known as dph), or the number of habitable rooms per hectare (hrh).

**Departure** - a proposed development that is not in accordance with a local plan but which due to exceptional circumstances the local planning authority proposes to accept.

**Design Guide** – sets out important design principles that the Council will take into account when determining applications.

**Development** – any building, engineering or similar operation or any change of use of land or buildings that may require planning permission.

**Development Brief** – a Council statement or policy for a particular site, which is drawn up when a future development of the site is likely.

**Development Control** – the statutory process by which development is managed by the local planning authority.

**Development Plan** – the statutory plan for an area, which sets out the policy for future development over a given period.

**Development Plan Document (DPD)** – statutory plan that makes up part of the Local Development Framework.

**Enforcement Notice** - A notice served by the LPA to remedy an alleged breach of planning control by requiring a use to stop or building works to be removed.

**Environmental assessment** – detailed study carried out by an applicant of a major scheme to show how development would affect the local community and the environment.

**Examination in Public (EIP)** – Inquiry led by an independent planning inspector into proposals for and objections to Local Development Documents.

**Full Application** - where permission is granted for all of the details of the development. It may, however, be subject to conditions.

**General Permitted Development Order (GPDO)** – legal document containing lists of various uses and works that do, or do not, require planning permission.

**Green Belt** – designated area of open land in which most types of development are prohibited.

**Greenfield land** - an area that has not previously been developed.

**Habitable room** - any room except kitchens (unless they contain dining space), bathrooms, WCs or circulation space.

**Informative** – note attached to a planning permission advising the applicant of other legislation or matters which must be considered.

**Injunction** - Action sought in the County Court or High Court to restrain any actual, or expected breach of planning control.

**Listed building** - statutorily designated building of special architectural or historic interest.

**Local Agenda 21** – an action plan by local authorities for achieving sustainable development in their area.

**Local Development Document (LDD)** – Development Plan Documents and Supplementary Planning Documents

**Local Development Framework (LDF)** – Planning policy document that will eventually replace the Structure Plan and Local Plan. Consists of Local Development Documents and related statements.

**Local Plan** – statutory document that contains detailed policies for development and the use of land in an area, usually all of that within a district authority.

**Material Planning Considerations** - Government guidance, planning policies, planning standards which should be taken into account when determining a planning application.

**Ombudsman** – investigates complaints against a Council's action or failure to act (known as maladministration).

**Outline application** – an application that seeks to agree the principle of development. Where the application is approved, further details will need to be submitted (see 'reserved matters').

**Parish Plan** – A vision of how a town or village should address social, economic or environmental problems.

**Permitted development** – development that is granted planning permission by the GPDO or the Use Classes Order

**Planning brief** – See Development Brief.

**Planning Contravention Notice (PCN)** - A notice served by the LPA when it suspects there has been a breach of planning control and information is required about activities on the land or the nature of the occupiers' interests in the land.

**Planning gain** – an additional benefit to the community as a result of granting planning permission.

**Planning obligation** – legally binding document in which a developer promises to provide community benefits or is restricted in carrying out other specified works.

**Planning Policy Guidance (PPG)** – Planning Policy Guidance Note issued by the government on a variety of topics. Local planning policies should generally conform to this advice.

**Planning Policy Statement (PPS)** – New form of government guidance that will replace PPGs over time. Similar to a PPG, though usually shorter.

**Planning register** – statutory record of planning applications available for public inspection.

**Regional Planning Guidance (RPG)** – Regional Policy Guidance, gradually being replaced by Regional Spatial Strategies

**Regional Spatial Strategy (RSS)** – a broad development strategy for a region over a 15 – 20 year period.

**Reserved Matters** – Certain matters for which details were not approved as part of an outline application. These are defined to include details of access, appearance, landscaping, layout and scale.

**Section 106 agreement** – see planning obligation.

**Statement of Community Involvement** - sets out the local planning authority's policy on how the community will be involved in the development of local development documents and planning applications.

**Statutory instrument** – legal document containing rules or regulations approved by Parliament but which is not a statute or Act of Parliament.

**Stop Notice** - A notice served in conjunction with an enforcement notice to require unauthorised activities to cease with almost immediate effect.

**Structure Plan** – statutory document that provides a strategic framework for development and the use of land in the County.

**Sui generis** – a use of land, which does not fall into any particular class of use and will therefore almost certainly require planning permission.

**Supplementary planning guidance (SPG)** – policy adopted by the Council,

usually after public consultation, to assist in determining applications.

**Supplementary Planning Document** – Informal policy that has been the subject of public participation (the new name for SPG).

**Sustainable development** – development which meets our needs without prejudicing future generations from meeting their needs.

**Travel Plan** – Sets out a series of measures to encourage the use of transport other than the private motor car. Sometimes called a 'Green Travel Plan'.

**Unilateral Undertaking** – similar to a planning obligation, but is usually proposed by the developer and enforced by other relevant parties if they consider it necessary to do so.

**Urban Capacity Study** – Assessment of vacant land within a built-up area, which could be developed.

**Use Classes Order (UCO)** – Document used by the local planning authority to determine whether certain changes of use need planning permission

**Village Design Statement (VDS)** – advisory document produced by a village community with the support of the local planning authority. Suggests how development should be carried out in harmony with the setting and character of the village.

**Windfall** – sites which are proposed for planning permission, but which have not been identified as such in a local plan or Local Development Document.

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