

APPLICATION TO MODIFY OR DISCHARGE A SECTION 106/PLANNING OBLIGATION

GUIDANCE NOTES FOR APPLICANTS

INTRODUCTION

Sections 106A and 106BA of the Town & Country Planning Act 1990 set out the formal procedures by which a planning obligation may be modified or discharged.

The Council upon receipt of such an application, will either decide that the planning obligation should continue in effect without modification, discharge the obligation, or modify the obligation.

Where the Council has failed to respond to an application or has refused to modify or discharge an obligation there is a right of Appeal.

If you need advice or help contact Planning Services on the contact details below. To avoid any delay in processing your application, please make sure that the correct forms and site plans are sent.

HELP WITH COMPLETING THE FORM

- 1. TYPE OF APPLICATION** – tick the appropriate box for modifying an obligation or to discharge it. In addition, tick the appropriate box for a Section 106A or a Section 106BA application. A Section 106 application is normally only applicable to planning obligations completed more than 5 years previously. A Section 106BA only applies to a planning obligation relating to affordable housing and there is no restriction on when it was completed. (Please refer to the legislation/government guidance or contact Planning Services for a more detailed explanation).
- 2. APPLICANT/AGENT** – The applicant is the name of the person for who This application is being made. If you are using an agent to submit this application all future correspondence will be with him/her.
- 3. ADDRESS OR LAND OR BUILDINGS** – Give the full postal address of the property/land (including the postcode) or as complete a description of the site as you can.
- 4. APPLICANTS INTEREST IN THE LAND** – Please supply exact details of Your interest in the site.
- 5. DETAILS OF PLANNING OBLIGATION TO BE MODIFIED/DISCHARGED** – Please supply as much information as

possible including the date of the obligation and the reference number of the original planning application.

- 6. REASON(S) FOR APPLYING TO MODIFY/DISCHARGE THE OBLIGATION** – Please complete as fully as possible. This may have to be supplemented by a separate statement or viability assessment.
- 7. NOTIFICATION TO INTERESTED PARTIES** – The applicant must give notice of the application to any person against whom, on the day 21 days before the date of this application, the planning obligation is enforceable. You must take reasonable steps to find out the name and address of such person(s). Where the names and addresses of all such persons are not known the applicant must, during the 21 day period immediately preceding this application, publish their notice in a local newspaper.
- 8. FINANCIAL VIABILITY**
- 9/10. APPLYING FOR PERMISSION** – Please sign and date this section.
- 11. SITE PLANS** – The application **must** be accompanied by a site plan showing the land to which the obligation relates if such a plan did not form part of the original obligation document. The plan must be based on Ordnance Survey data and show enough detail to show the site in relation to any adjoining properties and the nearest public highway(s). The site of the application must be edged in red. The plans must be to a scale of 1:2500 or 1:1250.
- 12. FEES** – There is no fee payable for these applications.

Contact details:

Planning Services
Malvern Hills District Council
The Council House
The Avenue
Malvern
WR14 3AF

Email: planningregistration@malvern hills.gov.uk