# **Request for BNG Metric Check**

For more information on our pre-application advice service, please visit our website

[Pre-application advice - South Downs National Park Authority](https://www.southdowns.gov.uk/planning-applications/advice/)

We aim to provide a response within **10 working days** from receipt of a valid request.

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| Please email/send the completed form and supporting information directly to:   * The SDNPA for all sites in Adur and Worthing, Arun, Brighton & Hove, Horsham, Mid-Sussex or Wealden districts within the National Park, or * The relevant partner Local Authority for all sites in the following districts within the National Park area: Chichester ([dcplanning@chichester.gov.uk](mailto:dcplanning@chichester.gov.uk)), East Hants ([planningdev@easthants.gov.uk](mailto:planningdev@easthants.gov.uk)), Lewes/ Eastbourne ([planningfirst@lewes.eastbourne.gov.uk](mailto:planningfirst@lewes.eastbourne.gov.uk)), or Winchester ([sdplanning@winchester.gov.uk](mailto:sdplanning@winchester.gov.uk)) **(even if you consider it likely the SDNPA may deal with your application in-house)** |

**1 Applicant details**

**Name:**

**Email (preferred method of contact)**

**Address**

**Postcode:**

**Telephone:**

**2 Agent details (if relevant)**

**Name:**

**Email (preferred method of contact)**

**Address**

**Postcode:**

**Telephone:**

**3 Site Location**

**Full Address of site**

**Postcode:**

**4 Description of the proposed development**

**5 About the Site**

**Ownership** The applicant is the (please tick)

Owner  Occupier   Lessee  Prospective purchaser

**6 Supporting Information**

**To consider your proposal we require the following (please tick to confirm).**

A site location plan, which includes an indication of where the proposed development will be sited. Please include details of site boundaries, neighbours and adjacent roads.

Completed DEFRA Metric (latest version)

Appropriate fee (see website for current fees) Amount paid £      

**7 Important notes:**

The quality of the advice we can give depends on the quality of the information we receive and you may be asked to provide additional information.

Your submission may not be validated or allocated to a attending officer if there is insufficient information relating to your proposed scheme.

The National Park may not be able to accept some location plans such as Land Registry based plans or other supporting documents for which a copyright is held by a third party.

**8 Declaration**

I/we the undersigned, confirm that I/we are seeking a BNG metric check as described in the attached documentation.

**Please note:**

Any advice given represents the officers’ informal opinion based upon the information you have provided. It is given without prejudice to any decision the SDNPA may make on any subsequent formal planning application. The SDNPA operate a transparent service, whereby the final pre-application response, although not publicised during its consideration, may be referred to and placed on the online planning register as a background paper whenever a relevant, subsequent planning application is submitted. All statutory planning applications will be the subject of publicity and consultation in accordance with current legislation and SDNPA’s procedures. These, and other matters which may subsequently come to light, may result in additional issues being raised that are pertinent to the determination of the application.

Name (please print)

On behalf of

Date