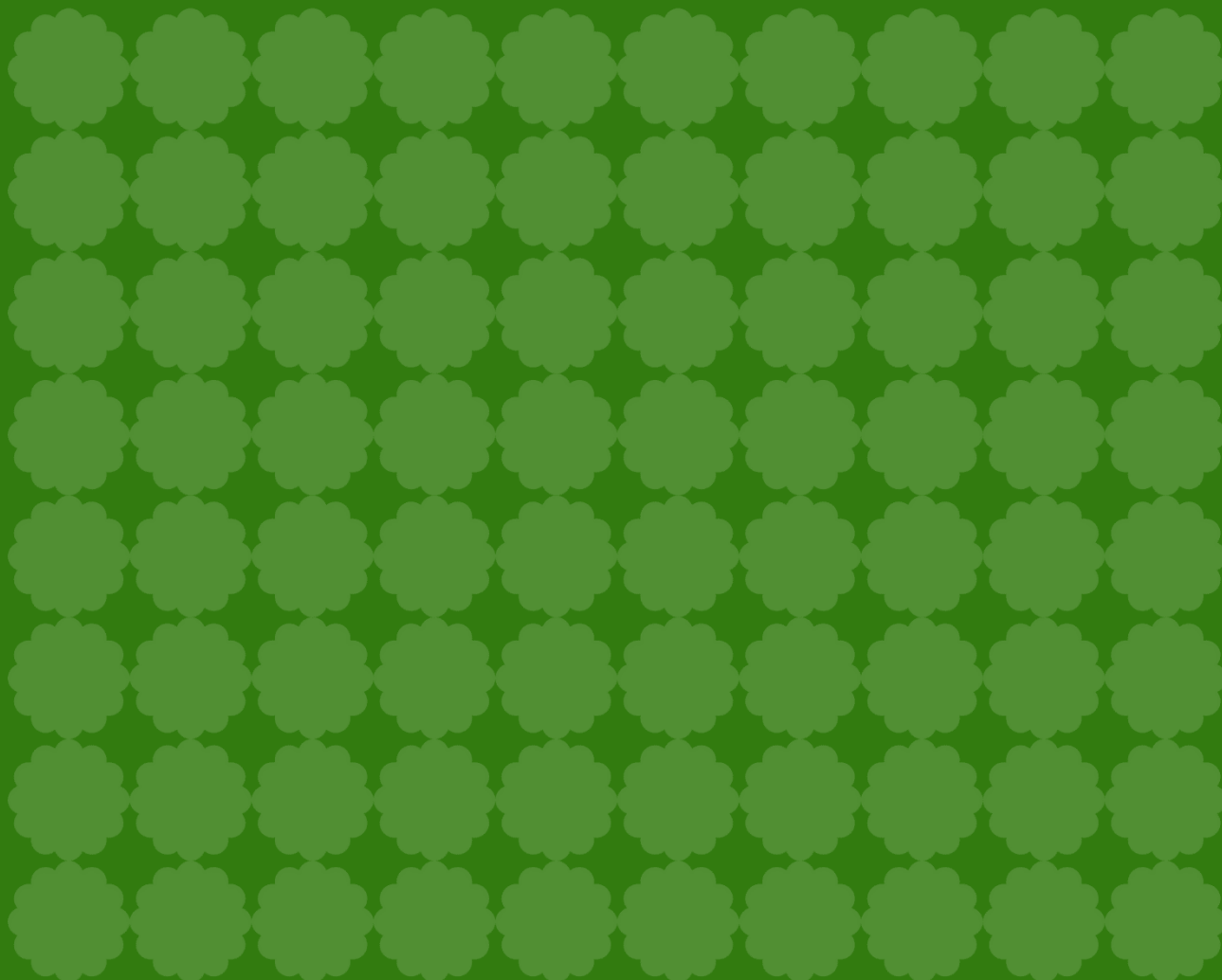


Air Source Heat Pumps

Guidance on submitting a planning application

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Guidance on submitting a planning application for an Air Source Heat Pump

Only applicable when it is a **NON-PERMITTED DEVELOPMENT**, i.e. when planning permission is required.

1. What is a good application?

- Compliance with National Information requirements (which can be found on your local council website), including a clear site plan, and if elevation drawings are not available clear photos showing location of the install point (with a super-imposed image) is good enough.
- Specification of heat pump.
- Noise Impact Assessment NIA, ensure a conversation occurs with your Council's planning and environment health teams to see if an NIA is required. NIAs are optional and requirements in Greater Manchester will vary. Discuss with local Environmental Health Officer to ascertain whether there are sensitive receptors within the site context. It is far preferable for installers to lead on providing in depth noise data and an impact assessment rather than NIA being required.
- Detail (specification and appearance) of any requisite mitigation measures as set out in NIA to allow for attachment of a simple compliance condition, rather than a condition requiring discharge with further detail.
- Short Heritage Statement if relevant.
- Pre-application consultation/liaison undertaken with neighbours to ensure they understand what Air Source Heat Pumps are, and what the likely impacts are (or are not).
- Air Source Heat Pumps located in a non-prominent location and, if necessary, well disguised/screened.

2. What is a bad application?

- Inaccuracies/contradictions across the submission - make sure to crosscheck items such as the information provided on the application form and technical specifications, and any plans (e.g., if providing a technical/mechanical layout drawing, ensure that this matches with the site plan/elevations).
- Applications submitted too prematurely, for example when all of the technical detail such as precise installation location or detail of additional kit is required, is not yet available.
- Applications where results of NIA and requirements for mitigation have not been reviewed, acknowledged, or taken account of by the applicant.

3. Common issues and their solutions

- Applications submitted without a Noise Impact Assessment – results in significant delays, waiting for survey work and reports to be produced. Instead, it is ideal to ensure applications, where applicable, are accompanied by an NIA. Check this with the relevant Environmental Health Officer.
- A common mistake is when the applicant has not understood/read the mitigation steps identified in the NIA. To solve this issue we suggest that the applicant reviews the NIA prior to submission, making use of the consultant's advice to provide specification and detail of mitigation. A verification report to confirm measures have been implemented as stated in any noise report would be useful.
- Another common issue is poor quality information, making it difficult to understand the proposal. Keep it simple - a clear site plan and elevation photos with superimposed outline of pump location is enough, together with specification and photo of the pump. No need to acquire expensive drawings.