

## Request for Pre-Application Advice for Minerals Development

Please complete all sections of the form. Sections marked \* are mandatory.  
The form will be returned to you if these are not completed

Please complete all sections of the form and use **BLOCK LETTERS**

1) CONTACT DETAILS			
*Name:			
*Address:			
		*Post Code:	
*Daytime telephone number:			
*Email:			
*Are you the applicant or agent?			
2) SITE DETAILS			
*Site Address (please show on a location plan):			
Post Code: (if known)			
Grid Reference	Easting:	Northing:	
3) *WHAT INFORMATION DO YOU REQUIRE OR WISH TO DISCUSS? (PLEASE TICK) <a href="#">See Pre-Application Charging Schedule</a>			
<input type="checkbox"/>	Written response	<input type="checkbox"/>	Meeting in office
<input type="checkbox"/>	Meeting on site		
<input type="checkbox"/>	The relevant documentation required to be submitted with an application, including necessary supporting documents in accordance with the County Council's Local Validation List		
<input type="checkbox"/>	Planning fee		
<input type="checkbox"/>	Pre-submission validation checking of a planning application		
<input type="checkbox"/>	Any recommended pre-application consultation with other bodies		
<input type="checkbox"/>	Relevant site constraints, development plan policies and national planning policies;		
<input type="checkbox"/>	Whether the proposal is likely to accord with the development plan and national policies, and whether planning permission is likely to be granted		
<input type="checkbox"/>	Relevant planning history held by the County Council		
<input type="checkbox"/>	Whether it is likely that a section 106 agreement will be required		
<input type="checkbox"/>	Explanation of the decision-making process and likely timescales		
<input type="checkbox"/>	Advice on mineral safeguarding		
<input type="checkbox"/>	Specialist advice (please state)		

#### 4) PROPOSAL

\*Please provide a full description of the proposal (please provide plans/sketch plans if possible)

Site / Floor area (ha or m<sup>2</sup>):

Type of mineral to be extracted or processed:

Estimated reserve and/or annual output of plant and equipment (tonnes):

Extent and depth of working:

Lorry routeing and number of vehicles to and from the site:

Location and nature of plant:

Method of working including direction and duration of phases:

Restoration Proposals including importation of material:

After use:

**5) \*PLANS - Please provide plans or sketch plans to illustrate the draft proposal or different options for development. Any other information you are able to provide e.g. photographs, would also be useful**

Plan Title:

Plan Reference and Revision:

#### 6) CONFIDENTIALITY

Suffolk County Council may be obliged to disclose information relating to your enquiry if a formal request is made under the Freedom of Information Act 2000 or the Environmental Information Regulations 2004. However, the Council is not obliged to release information that is commercially confidential, subject to certain exceptions as set out in the legislation.

Do you consider that the information included in your request is commercially confidential?

YES

NO

If yes, please give a reason:

## 7) DECLARATION

\*I confirm that I am seeking pre-application advice from Suffolk County Council regarding the proposed development detailed above and agree to pay the appropriate fee as payment for this service, including any additional fees that may be agreed during the course of the pre-application process. I also understand that, should the proposal result in the submission of a planning application, the informal advice received will be attached to the relevant case and in the public domain.

**Signed:**

**Print Name:**

**Date:**

Please return this form to Planning Services by e-mail: [planning@suffolk.gov.uk](mailto:planning@suffolk.gov.uk)  
or post to: **Planning (Pre-application), Endeavour House, 8 Russell Road, Ipswich, IP1 2BX**

We will send you an invoice for payment before starting additional work on your request. Once you receive the invoice, payment can be made in a number of ways including online, cheque, BACS and by phone.