

Copeland Borough Council

Development Services, The Copeland Centre
Catherine Street, Whitehaven, Cumbria CA28 7SJ

Telephone: 01946 598418/21

Fax: 01946 598306

Website: www.copeland.gov.uk

Application Reference Number :

Date Received :

Application for consent to display an advertisement(s).

Town and Country Planning (Control of Advertisement) Regulations 2007

Publication of planning applications on council websites

Please note that with the exception of applicant contact details and Certificates of Ownership, the information provided on this application form and in supporting documents may be published on the council's website.

If you have provided any other information as part of your application which falls within the definition of personal data under the Data Protection Act which you do not wish to be published on the council's website, please contact the council's planning department.

Please complete using block capitals and black ink.

It is important that you read the accompanying guidance notes as incorrect completion will delay the processing of your application.

1. Applicant Name and Address

Title:	<input type="text"/>	First name:	<input type="text"/>		
Last name:	<input type="text"/>				
Company (optional):	<input type="text"/>				
Unit:	<input type="text"/>	House number:	<input type="text"/>	House suffix:	<input type="text"/>
House name:	<input type="text"/>				
Address 1:	<input type="text"/>				
Address 2:	<input type="text"/>				
Address 3:	<input type="text"/>				
Town:	<input type="text"/>				
County:	<input type="text"/>				
Country:	<input type="text"/>				
Postcode:	<input type="text"/>				

2. Agent Name and Address

Title:	<input type="text"/>	First name:	<input type="text"/>		
Last name:	<input type="text"/>				
Company (optional):	<input type="text"/>				
Unit:	<input type="text"/>	House number:	<input type="text"/>	House suffix:	<input type="text"/>
House name:	<input type="text"/>				
Address 1:	<input type="text"/>				
Address 2:	<input type="text"/>				
Address 3:	<input type="text"/>				
Town:	<input type="text"/>				
County:	<input type="text"/>				
Country:	<input type="text"/>				
Postcode:	<input type="text"/>				

3. Site Address Details

Please provide the full postal address of the application site.

Unit: House number: House suffix:

House name:

Address 1:

Address 2:

Address 3:

Town:

County:

Postcode (optional):

Description of location or a grid reference. (must be completed if postcode is not known):

Easting: Northing:

Description:

4. Pre-application Advice

Has assistance or prior advice been sought from the local authority about this application? Yes No

If Yes, please complete the following information about the advice you were given. (This will help the authority to deal with this application more efficiently).

Please tick if the full contact details are not known, and then complete as much as possible:

Officer name:

Reference:

Date (DD/MM/YYYY): (must be pre-application submission)

Details of pre-application advice received?

5. Neighbour and Community Consultation

Have you consulted your neighbours or the local community about the proposal? Yes No

If Yes, please provide details:

6. Council Employee / Member

Is the applicant or agent related to any member of staff or elected member of the council? Yes No

If Yes, please provide details:

7. Description of Proposed Advertisement(s)

Please describe the proposed advertisement(s):

Please indicate the number of the following types of advertisement(s) you are applying for:	Number of advertisement(s)
Application for fascia sign(s)	<input type="text"/>
Application for a projecting or hanging sign(s)	<input type="text"/>
Application for a hoarding(s)	<input type="text"/>
Other	<input type="text"/>

If you selected Other, please describe:

8. Advertisement Display

Is the advertisement you are applying for already in place? Yes No

If Yes, please provide details of when the use or work started:

Is an existing advertisement(s) to be removed and replaced by the advertisement(s) in this proposal?

Yes No Not applicable

If Yes to either or both above, please show the existing sign(s) on an elevation drawing or photograph and state the references for the drawing(s) or photographs.

Will the proposed advertisement(s) project over a footpath or other public highway? Yes No

9. Advertisement Period

Please state the period of time for which consent is sought for the advertisement:

From

To

date (DD/MM/YYYY)

10. Interest in the Land

Does the applicant own the land or buildings where the adverts are to be placed?

Yes

No

If No, has the permission of the owner or any other person entitled to give permission for the display of an advertisement been obtained?

Yes

No

If No, why not?

11. Details of Proposed Advertisement(s)

Please provide a full description of each proposed advertisement (e.g. fascia sign, box sign, projecting sign, hoarding, flag etc)

	Advertisement 1		Advertisement 2		Advertisement 3	
Type:						
a) The height from the ground to the base of the advertisement (in metres)						
b) The dimensions of the proposed advertisement(H x W x D) (in metric)						
c) The maximum height of any of the individual letters and symbols (in metric)						
d) The colour of the text and background						
e) Materials of the proposed sign(s)						
f) The maximum projection of advertisement from the face of the building						
Will any of the sign(s) be illuminated	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>	Yes <input type="checkbox"/>	No <input type="checkbox"/>
If Yes for any of the proposed signs, answer g), h) and i)						
g) Details of method of illumination (internally illuminated/externally illuminated)						
h) illuminance levels (cd/m ²)						
i) Will the illumination be static or intermittent?						

12. Planning Application Requirements - Checklist

Please read the following checklist to make sure you have sent all the information in support of your proposal. Failure to submit all information required will result in your application being deemed invalid. It will not be considered valid until all information required by the Local Planning Authority has been submitted.

The original and 3 copies of a completed and dated application form:

Drawings

The drawing of the proposed advertisement should show its dimensions and position on the land or building in question. For a sign, the drawing should indicate the materials to be used, fixings, colours, height above the ground and, where it would project from a building, the extent of the projection.

A site location plan should also be provided which identifies the proposed position of the advertisement and location of the site by reference to at least two named roads. It should be drawn to an identified scale and show the direction of North. Ordnance Survey maps are not required. Photographs and photomontages may be used. The original and 3 copies of each drawing should be provided:

Description of signs, size and illumination

The type of each sign for which application is being made, e.g. fascia, projecting box, pole-mounted free-standing, should be shown, together with the dimensions of each sign. If any of the signs are to be illuminated please describe the type of illumination, e.g. internal, external, floodlight, etc, and whether the illumination will be static, flashing, or have moving parts. The original and 3 copies of each description should be provided:

The original and 3 copies of a plan which identifies the land to which the application relates drawn to an identified scale and showing the direction of north:

The original and 3 copies of other plans and drawings or information necessary to describe the subject of the application:

The correct fee:

Owner's consent:

It is a condition of every consent granted by or under the Regulations that, before displaying any advertisement, the permission of the owner of the land or other person entitled to grant permission must be obtained. To display any advertisement without this permission is an offence, open to immediate prosecution.

Where the site is within the boundaries of a highway, evidence that the application is acceptable to the highway authority must be provided.

13. Declaration

I/we hereby apply for planning permission/consent as described in this form and the accompanying plans/drawings and additional information.

Signed - Applicant:

Or signed - Agent:

Date DD/MM/YYYY:

(date cannot be pre-application)

14. Applicant Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

15. Agent Contact Details

Telephone numbers

Country code: National number: Extension number:

Country code: Mobile number (optional):

Country code: Fax number (optional):

Email address (optional):

16. Site Visit

Can the site be seen from a public road, public footpath, bridleway or other public land? Yes No

If the planning authority needs to make an appointment to carry out a site visit, whom should they contact? (Please select only one)

Agent

Applicant

Other (if different from agent/applicant's details)

If Other has been selected, please provide:

Contact name:

Telephone number:

Email address:

Application for Consent to Display an Advertisement(s) *Town and Country Planning (Control of Advertisement) Regulations 2007*

1. Applicant Name and Address

Please enter the Applicant Details, including full name and title. Please also enter the house/flat number and/or name (if applicable) and street name in the Street address field. The town, county, country and full postcode should also be entered.

If the application is being submitted by an agent (i.e. someone who is acting on the applicant's behalf) all correspondence, including the decision letter, will be sent to him/her.

2. Agent Name and Address

Please enter the Agent Details, including full name and title. Please also enter the house/flat number and/or name (if applicable) and street name in the Street address field. The town, county, country and full postcode should also be entered.

If the application is being submitted by an agent (i.e. someone who is acting on the applicant's behalf) all correspondence, including the decision letter, will be sent to him/her.

3. Site Address Details

Please enter the address of the site. Enter the house/flat number and/or name (if appropriate) and street name in the Street address field. The town, county, country and full postcode should also be entered. If the application relates to open ground describe its location as clearly as possible (e.g. 'Land to rear of 12 to 18 High Street' or provide a grid reference).

4. Pre-application Advice

The local authority may be able to offer (possibly for a fee) pre-application discussions before a formal application is submitted in order to guide applicants through the process. This can minimise delays later in processing the application.

Pre-application discussions can also help you and the planning authority identify areas of concern about your proposed development so that you can give consideration to amending your proposal before the application is submitted. The advice and guidance given to you at the pre-application stage is given in good faith. However, it does not guarantee or supply a definitive undertaking as to whether your proposal is likely to be acceptable.

If you have received pre-application advice from the planning service please indicate the reference/date of any correspondence or discussion and the name of the officer. If you do not know these details then please state 'Unknown'.

This will assist the Council in dealing with your application as quickly as possible.

5. Neighbour and Community Consultation

The Council will consult your neighbours in most circumstances. It is often better to tell your neighbours prior to submitting the application rather than letting the Council's official letter of notification bring the application to their attention for the first time.

6. Council Employee/Member

You must declare whether the applicant or agent is a member of the council's staff, an elected member of the Council or related to a member of staff or elected member of the Council.

7. Description of Proposed Advertisement(s)

Please indicate the number of advertisements proposed by advertisement type: fascia, projecting, hoarding, etc. If your proposal does not fall within any of the specified categories, please describe the advertisement(s) in the box provided.

Further information on outdoor advertisements and signs can be found at:

<http://www.communities.gov.uk/publications/planningandbuilding/outdooradvertisements>

8. Advertisement Display

Please confirm if the application is in respect of an advertisement which is already in place. If the application is in respect of such development please provide details of when the advertisement was installed.

Please also indicate whether the proposed sign or signs will project over a footpath or other public highway. This is an important consideration given that any scaffold or hoarding that is erected or encroaches on the public highway must have a licence obtained from the highways authority.

9. Advertisement Period

The normal period for which the planning authority will grant consent is five years, but it may grant shorter or longer periods at their discretion. However, if you require a sign for a shorter temporary period, please specify the period for which consent is sought.

10. Interest in the Land

It is a condition of every consent granted under the Advertisement Regulations that, before the advertisement to which the consent relates is displayed, consent should be obtained from the owner. Unless you are the owner of the application site permission should be sought from the freeholder or other individuals entitled to give such permission to erect a sign.

11. Details for Proposed Advertisement(s)

Clearly state the type of advertisement proposed (e.g. illuminated fascia sign, non-illuminated hanging sign, flag, etc.). If more than one advertisement is proposed, describe each individual sign.

Details of advertisements:

- a) measure the height from natural ground level to the base of the proposed advertisement in metres
- b) give accurate metric dimensions of each proposed advertisement; if less than one metre in any dimension, please specify size in millimetres
- c) give metric dimensions of the letters, figures or symbols in each of the proposed advertisement
- d) give details of all colours proposed
- e) please specify the materials of the proposed sign(s)
- f) state maximum distance each advertisement projects from the face of the building on which it is proposed to place the advertisement
- g), h) and i) where an advertisement is to be illuminated, details of the illumination, illuminance levels, and whether the illumination would be static or intermittent is required

12. Planning Application Requirements & Local Level Requirements

There are two levels of requirements, national and local:

- **National** - Use the checklist to ensure that the forms have been correctly completed and that all relevant information is submitted.

- **Local** - The local planning authority will have produced a document (usually available from their website) which details any specific information that is required to accompany the application in addition to the national requirements.

Failure to complete the form correctly or to supply sufficiently detailed drawings or other relevant supporting information may result in your application being returned as invalid.

The drawing of the proposed advertisement can be in black and white on paper. It should show the size of the advertisement and its position on the land or the building in question. For a sign, the drawing should indicate the materials to be used, fixings, colours and height above the ground and, where it would project from a building, the extent of projection. The submission of photomontages may also be appropriate. The drawing should include the site location plan and should have sufficient detail to enable the site to be identified.

13. Declaration

Please sign and date your application.

14. Applicant Contact Details

Please provide contact information for the applicant.

15. Agent Contact Details

Please provide contact information for the agent.

16. Site Visit

Access to the site (i.e. where the works are proposed to take place) may be required by the case officer. Please provide contact details in the event that an appointment needs to be made. This will assist the Council in dealing with your application as quickly as possible.





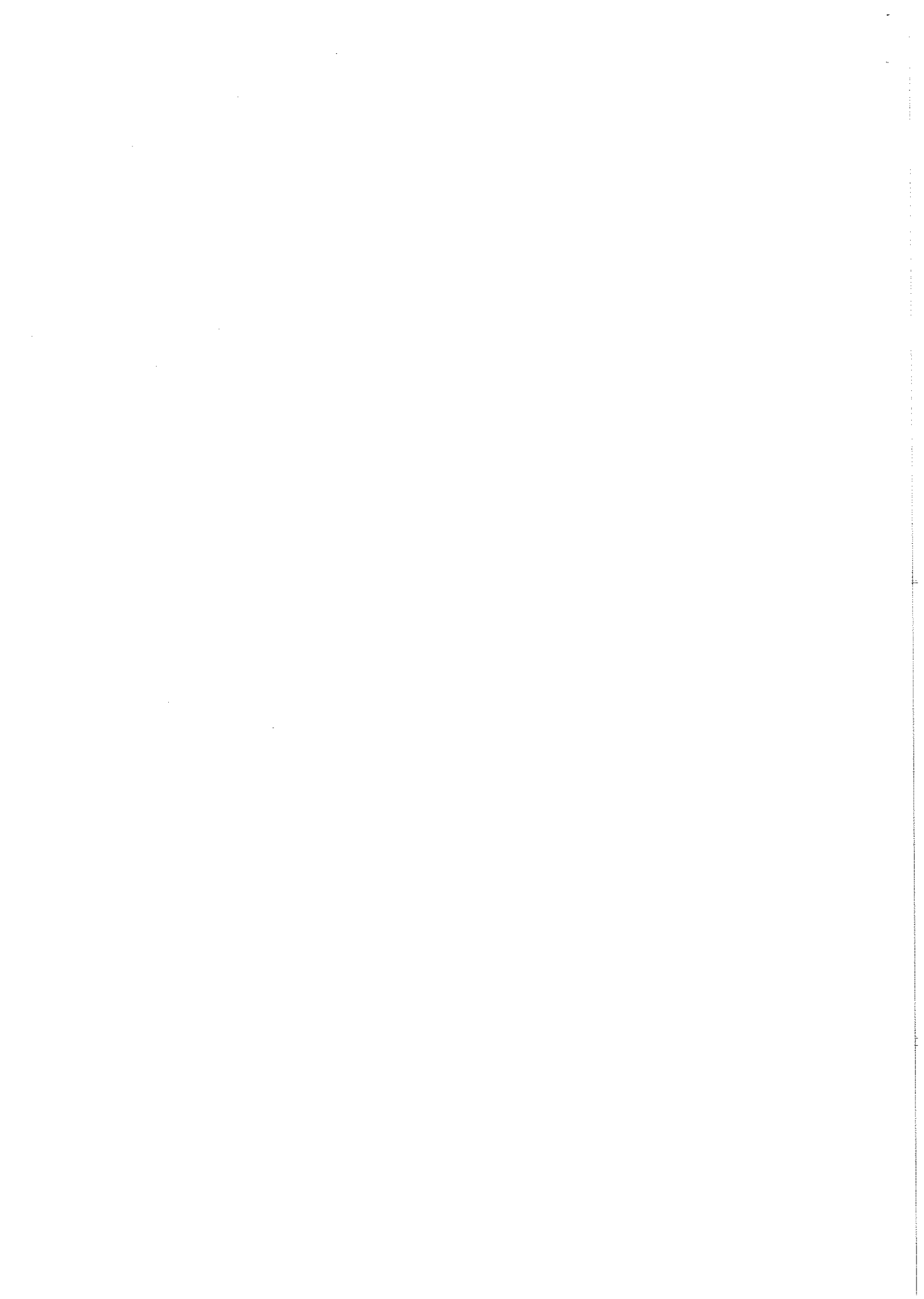
Information required for an :

Application for Advertisement consent.

The following information ***MUST*** be provided for the application to be valid:-
Please confirm this by ticking the relevant boxes:-

- 1) Completed form (4 copies to be supplied).
- 2) A plan which identifies the land to which the application relates drawn to an identified scale, identifies the location of the site by reference to at least two named roads, identifies the proposed position of the advertisement and shows the direction of North (4 copies to be supplied).
- 3) A copy of other plans and drawings or information necessary to describe the subject of the application (4 copies to be supplied) including:
 - i. Existing and proposed elevations (e.g. at a scale of 1:50 or 1:100).
 - ii. Advertisement drawing(s) (e.g. at a scale of 1:50 or 1:100) (showing advertisement size, siting, materials and colours to be used, height above ground, extent of projection and details of the method and colour(s) of illumination [if applicable]).
- 4) The appropriate fee.

Please Note: Without the above information we will not be able to register your application.



COPELAND BOROUGH COUNCIL



SCHEDULE OF FEES FOR PLANNING APPLICATIONS From: 6 April 2008

Note

- 1 Applications cannot be validated unless they are accompanied by the relevant fee (where applicable). If you need guidance in calculating the relevant fee please contact the development control staff by:-
 - Telephone : 01946 598421/18
 - E-mail : devcontrol@copelandbc.gov.uk
- 2 With few exceptions planning fees cannot be refunded once an application has been validated.
- 3 Fees should be made payable to Copeland Borough Council.
- 4 Please note that the Council can no longer accept cash payments. For guidance on alternative means of payment please contact the development control staff as directed above

Category of Development – Operations	Fee Payable
1 The erection of dwelling houses (other than development within category 6 below)	a) where the application is for outline planning permission and - <ol style="list-style-type: none"> i) the site does not exceed 2.5 ha, £335 for each 0.1 ha of the site area; ii) the site area exceeds 2.5 ha, £8,285 and an additional £100 for each 0.1 ha in excess of 2.5 ha, subject to a maximum in total of £125,000 b) in other cases - <ol style="list-style-type: none"> i) where the number of dwellinghouses to be created by the development is 50 or fewer, £335 for each dwellinghouse; ii) where the number of dwellinghouses to be created by the development exceeds 50, £16,565, and an additional £100 for each dwellinghouse in excess of 50 dwellinghouses subject to a maximum in total of £250,000
2. The erection of buildings (other than buildings in categories 1,3,4,5 or 7)	a) Where the application is for outline planning permission and - <ol style="list-style-type: none"> i) the site area does not exceed 2.5 ha, £335 for each 0.1 ha of the site area; ii) the site area exceeds 2.5 ha, £8,285, and an additional £100 for each 0.1 ha in excess of 2.5 ha, subject to a maximum in total of £125,000. b) in other cases - <ol style="list-style-type: none"> i) where no floor space is to be created by the development, £170; ii) where the area of gross floor space to be created by the development does not exceed 40 sq metres, £170; iii) where the area of the gross floor space to be created by the development exceeds 40 sq metres, but does not exceed 75 sq metres, £335; iv) where the area of the gross floor space to be created by the development exceeds 75 sq metres, but does not exceed 3750 sq metres, £335 for each 75 sq metres of that area; v) where the area of gross floor space to be created by the development exceeds 3750 sq metres, £16,565, and an additional £100 for each 75 sq metres in excess of 3750 sq metres, subject to a maximum in total of £250,000

<p>3. The erection, on land used for the purposes of agriculture, of buildings to be used for agricultural purposes (other than buildings coming in category 4)</p>	<p>a) Where the application is for outline planning permission and -</p> <ul style="list-style-type: none"> i) the site area does not exceed 2.5 ha, £335 for each 0.1 ha of the site area; ii) the site area exceeds 2.5 ha, £8,285, and an additional £100 for each additional 0.1 ha in excess of 2.5 ha, subject to a maximum in total of £125,000 <p>b) in other cases -</p> <ul style="list-style-type: none"> i) where the area of gross floor space to be created by the development does not exceed 465 sq metres, £70; ii) where the area of gross floor space to be created by the development exceeds 465 sq metres but does not exceed 540 sq metres, £335; iii) where the area of gross floor space to be created by the development exceeds 540 sq metres but does not exceed 4215 sq metres, £335 for the first 540 sq metres, and an additional £335 for each 75 sq metres in excess of 540 sq metres; and iv) where the area of gross floor space to be created by the development exceeds 4215 sq metres, £16,565, and an additional £100 for each 75 sq metres in excess of 4215 sq metres, subject to a maximum in total of £250,000.
<p>4. The erection of glasshouses on land used for the purposes of agriculture</p>	<p>a) Where the gross floor space to be created by the development does not exceed 465 sq metres, £70;</p> <p>b) Where the gross floor space to be created by the development exceeds 465 sq metres, £1,870.</p>
<p>5. The erection, alteration or replacement of plant or machinery</p>	<p>a) Where the site area does not exceed 5ha, £335 for each 0.1 ha of the site area;</p> <p>b) Where the site area exceeds 5 ha, £16,565, and an additional £100 for each 0.1 ha in excess of 5 ha, subject to a maximum in total of £250,000.</p>
<p>6. The enlargement, improvement or other alteration of existing dwellinghouses</p>	<p>a) Where the application relates to one dwelling house, £150;</p> <p>b) Where the application relates to two or more dwelling houses, £295.</p>
<p>7a The carrying out of operations (including the erection of a building) within the curtilage of an existing dwellinghouse, for purposes ancillary to the enjoyment of the dwellinghouse as such, or the erection or construction of gates, fences, walls or other means of enclosure along a boundary of the curtilage of an existing dwellinghouse</p>	<p>£150</p>
<p>7b The construction of car parks, service roads and other means of access on land used for the purposes of a single undertaking, where the development is required for a purpose incidental to the existing use of the land.</p>	<p>£170</p>
<p>8. The carrying out of any operations connected with exploratory drilling for oil or natural gas</p>	<p>a) Where the site area does not exceed 7.5ha, £335 for each 0.1ha of the site area.;</p> <p>b) Where the site area exceeds 7.5ha, £25,000, and an additional £100 for each 0.1ha in excess of 7.5ha, subject to a maximum in total of £250,000.</p>
<p>9. The carrying out of any operations not coming within any of the above categories.</p>	<p>a) in the case of operations for the winning and working of minerals -</p> <ul style="list-style-type: none"> i) where the site area does not exceed 15ha, £170 for each 0.1ha of the site area; ii) where the site area exceeds 15ha, £25,315, and an additional £100 for each 0.1ha in excess of 15ha, subject to a maximum in total of £65,000; <p>b) in any other case, £170 for each 0.1ha of the site area, subject to a maximum of £250,000</p>

Category of Development – Uses of Land	Fee Payable
10 The change of use of a building to use as one or more separate dwelling houses	a) Where the change of use is from a previous use as a single dwellinghouse to use as two or more single dwellinghouses <ol style="list-style-type: none"> i) where the change of use is to use as 50 or fewer dwellinghouses, £335 for each additional dwellinghouse; ii) where the change of use is to use as more than 50 dwellinghouses £16,565, and an additional £100 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £250,000; b) in all other cases <ol style="list-style-type: none"> i) where the change of use is to use as 50 or fewer dwellinghouses, £335 for each dwellinghouse; ii) where the change of use is to use as more than 50 dwellinghouses £16,565, and an additional £100 for each dwellinghouse in excess of 50 dwellinghouses, subject to a maximum in total of £250,000.
11a The use of land for the disposal of refuse or waste materials or for the deposit of material remaining after minerals have been extracted from land; or 11b The use of land for the storage of minerals in the open.	a) Where the site area does not exceed 15 ha, £170 for each 0.1 ha of the site area; b) Where the site area exceeds 15 ha £25,315, and an additional £100 for each 0.1 ha in excess of 15 ha, subject to a maximum in total of £65,000
12 The making of a material change in the use of a building or land (other than a material change of use coming within any of the above categories).	£335
Category of Advertisement	Fee Payable
1. Advertisements displayed externally on business premises, on the forecourt of business premises or on other land within the curtilage of business premises, wholly with reference to all or any part of the following matters – <ol style="list-style-type: none"> a) the nature of the business or other activity carried out on the premises; b) the goods sold or the services provided on the premises; or c) the name and qualifications of the person carrying on such business or activity or supplying such goods or services. 	£95
2. Advertisements for the purpose of directing members of the public to, or otherwise drawing attention to the existence of, business premises which are in the same locality as the site on which the advertisement is to be displayed but which are not visible from that site.	£95
3. All other advertisements.	£335.
Other Applications	Fee Payable
Request for written confirmation that a condition or conditions attached to a grant of planning permission has been complied with <ol style="list-style-type: none"> a) where the request relates to a permission for development which falls within category 6 or 7a above b) where the request relates to a permission for development which falls within any other category 	£25 for each request £85 for each request Note: the above fees are refundable if the Local Planning Authority fails to give the written confirmation requested within a period of 12 weeks from the date on which the Authority received the request
For non-compliance with conditions, including retention of temporary buildings, etc	£170 (if not exempt as a revision)

Renewal of planning permission, where the development has not been begun and the time for beginning the development has not expired.	£170
Notice of Intention (for agricultural and forestry development & demolition of buildings)	£70 (flat rate)
Development by Telecommunications Code System Operators (Part 24 GPDO)	£335 (flat rate)
Works to improve a disabled person's access to a public building, or to improve his/her access, safety, health or comfort at his/her dwelling house.	No fee
Applications by Parish, etc Councils (Advertisement applications also)	Half the normal fee
Applications required because of the removal of permitted development rights by a condition or by an Article 4 direction.	No fee
Playing fields (for sports clubs etc)	£335
Duplicate applications made by the same applicant within 28 days.	Normal fee for both applications
Revised or fresh application for development of the same character or description within 12 months of approval, refusal, or, if withdrawn, date of making application.	No fee
Alternative applications for one site	Highest of the fees applicable for each alternative and a sum equal to half the rest.
Development crossing planning authority boundaries requiring several applications.	Only one fee, paid to the authority having the larger site but calculated for a whole scheme, and subject to special ceiling.
Reserved matters where applicant's earlier reserved matters applications have incurred total fees equalling that of a full application for the entire scheme	£335
Application for Listed Building Consent or Conservation Area Consent	No fee

Design & Access Statements

A Guidance Note

Why is a Design & Access Statement needed?

Changes to planning legislation which came into effect on the 10th August 2006 require that a Design & Access Statement should be submitted with all planning (outline and full) and listed building applications, with some exceptions, (see below).

Failure to submit a Design & Access Statement will mean that your application cannot be registered.

What is a Design & Access Statement?

A Design & Access Statement should not just be a description of the proposal, but should illustrate the design process that has led to the development proposal and should explain and justify the proposal in a structured way. The Statement will help to ensure that the development proposals are based on a thoughtful design process and a sustainable approach to access. It should show how and why the chosen design was arrived at and how access issues were considered.

What should the Statement include?

A site appraisal - noting local characteristics, site features (including existing landscaping), adjoining uses and architecture, topography, constraints, opportunities (eg views out of the site), existing footpath and cycle routes, road access and public transport and convenient access to buildings, spaces and public transport by all.

Design process - demonstrate how national and local planning policies have been considered. The process should respond to these policies and the site appraisal and develop a design which is appropriate for the specific site.

The Design Component

The design aspect of the Statement should include:

Amount of development - how much development is proposed on the site? Does the density accord with planning policy and adjacent existing development? What is the proposed use of the land or buildings - what will the buildings and spaces be used for and how will this relate to planning policies and adjacent uses?

Layout - the siting and spacing of the development. The way that the buildings relate to each other, to their existing neighbours, to open space or features in the site and to the wider landscape or townscape context.

Scale - this is the height, width and length of a building or buildings in relation to its surroundings. The Statement must justify the scale in relation to neighbouring developments.

Landscaping - this should not be a means to screen poor design. The landscape design should be developed as part of the design process to create a sense of place and integrate existing landscapes and enhance biodiversity. This should include both hard and soft landscaping together with maintenance proposals.

Appearance - details of the external form of the development, its architecture, materials, decoration, lighting, colour and texture. The design should respect its context and not be a stock design slotted in.

The Access Component

The Statement should relate to planning policies and include the following two aspects of access:

Vehicular and transport links - convenience of access - why the access points and routes into the development have been chosen and how the site responds to road layout and public transport provision. Access routes for emergency vehicles should be identified.

Inclusive access - how everyone can get to and move through the place on equal terms regardless of age, disability, ethnicity or social grouping.

Listed Building Applications

In addition to the information listed above, a brief explanation of how the design has taken account of the following will also be required:

- The historic and special architectural importance of the building
- The particular physical features of the building that justify its designation as a listed building
- The building's setting
- The need to balance the requirements of the Disability Discrimination Act and the historical and architectural significance of the building

What is required in the Statement?

The Statement should include a written report which supports the application showing the process that has led to the development proposal and justifying the particular design solution. The report could be a few paragraphs for a small, straight forward development. In the case of a detailed study for a major or complex development the statement may include photographs, drawings and plans of the site and its surroundings. The statement should outline what consultations have taken place and how this advice has been incorporated in the proposal.

Where Design & Access Statements are not required:

- Applications for change of use
- Engineering or mining operations
- Householder applications (except within a National Park, a Conservation Area or an Area of Outstanding Natural Beauty)
- Advertisement control, tree preservation orders or storage of hazardous substances

Further information and advice is available:

- Department for Communities and Local Government Circular 01/2006 (www.communities.gov.uk)
- CABE Design & Access Statements (www.cabe.gov.uk)
- Planning Policy Statement 1: Delivering Sustainable Development
- Copeland Local Plan 2006 - 2016 (www.copeland.gov.uk)
- Cumbria & Lake District Joint Structure Plan 2006 - 2016 (www.cumbria.gov.uk)

