

Email from Cathy Henderson Planning Dept on 5/2/24

Hello Mr Lee

Further to our telephone conversation earlier today I can advise that for a planning application for new nets and a store room the following would be required:-

- A completed full planning application form
- A location plan should be based on an up-to-date map. The scale should typically be 1:1250 or 1:2500 but, wherever possible, the plan should be scaled to fit onto A4 or A3 size paper. A location plan should show the direction north and identify sufficient roads and/or buildings on land adjoining the application site to ensure that the exact location of the application site is clear. The application site should be edged clearly with a red line on the location plan. It should include all land necessary to carry out the proposed development
- A site/block plan - This should be drawn to a scale of 1:500 or 1:200 and should accurately show:
 - The direction of North.
 - The existing building and the proposed development in relation to the site boundaries and other existing buildings on the site., i.e. mark on the plan the position of the new nets and the proposed store
 - All the buildings, roads, parking and footpaths on the site and on land immediately adjoining the site
- Elevations for the proposed store - These should be drawn to a scale of 1:50 or 1:100 and show:
 - Existing or proposed works in relation to what is already there.
 - All sides of the development must be shown, and these should indicate, the proposed building materials and the style, materials and finish of windows and doors where appropriate.
 - Blank elevations must also be included if only to show that this is in fact the case.
- With regard to the new nets please provide details/specifications
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- Floor Plan for the proposed store – This should be drawn to a scale of 1:50 or 1:100

A fee of £293.00 would be required (for buildings no more than 40 square metres). You can make a bank transfer, the details for which are:-

Nat West Bank plc Workington Branch
Name: Cumberland Council (Copeland)
Sort code: 01-09-54
Account Number: 83830324

The complete application can be submitted electronically through the Planning Portal; the fee can also be made to the Portal when submitting the application (though they will charge an administration fee). Alternatively, you can submit the form and plans by email, as separate pdf attachments. They should be sent to development.control@copeland3.gov.uk