

Design and Access Statement

A Design and Access Statement will explain and justify the objectives and concepts of good design on which a development proposal is based and how these will be reflected throughout the scheme. Further guidance is available in Technical Advice Note 12: Design (2009).

Application Ref:	
Site Location:	
Application Description:	
Applicant Name:	
Applicant Address & Postcode:	
Applicant Telephone No:	

Part 1	Design
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1(A)	Design Principles & Concepts
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Please explain the design principles and concepts that have been applied to the development or works. As a minimum, please explain those principles and concepts in relation to the following aspects:

For planning applications consider the following factors:

- Character
 1. Sustaining or enhancing local character;
 2. Promoting legible development;
 3. Promoting a successful relationship between public and private;
 4. Promoting quality, choice and variety;
 5. Promoting innovative design.

- Community safety
 1. Ensuring attractive, safe public spaces;
 2. Security through natural surveillance.

- Environmental sustainability
 1. Achieving efficient use and protection of natural resources;
 2. Enhancing biodiversity;
 3. Designing for change.

- Movement
 1. Promoting sustainable means of travel.

For listed building consent applications consider the following factors:

- Appearance

The aspects of a building or place within the development which determine the visual impression made, including the external built form of the development, its architecture, materials, decoration, lighting, colour and texture.

- Environmental sustainability

Sustainability measures to reduce the environmental impact associated with buildings and minimising the demand for energy, water, materials and creation of waste.

- Historical and Architectural Significance

How the historical significance and architectural importance, appearance and character of the building has been taken into account, together with its setting and the features which justify its listing.

- Layout

How the layout makes the development integrate with its surroundings whilst taking into consideration the orientation of the building to maximise energy efficiency and connectivity; how the external area contributes towards the development and is used to make the development a more sustainable development; how the chosen site is the best location and how it links into adjacent uses.

- Scale

The size of development in relation to surroundings, including height, width and length of each building proposed within the development.

1(A)	Design Principles & Concepts (Planning Applications)
i).	<u>Character</u>
ii).	<u>Community safety</u>
iii).	<u>Environmental sustainability</u>
iv).	<u>Movement</u>

1(A)	Design Principles & Concepts (Listed Building Consent Applications)
i).	<u>Appearance</u>
ii).	<u>Environmental sustainability</u>
iii).	<u>Historical and Architectural Significance</u>
iv).	<u>Layout</u>
v).	<u>Scale</u>

1(B)	Design Appraisal (Planning Applications)
i).	<u>Demonstrate the steps taken to appraise the physical, social, economic and policy context of the development</u> <i>(i.e. highlight the constraints and opportunities presented by the development)</i>
ii).	<u>Explain how the design of the development takes that context into account in relation to its proposed use and each of the aspects specified above</u> <i>(i.e. highlight the specific measures have been taken to ensure that the unique characteristics and features of the site are either sustained or enhanced)</i>

1(B)	Design Appraisal (Listed Building Consents)
i).	<u>Explain how the design principles and concepts take account of the special architectural or historic importance of the building, the features that justify its listing and the building's setting</u> <i>(i.e. demonstrate how the proposal fits into the specific context of the location and respects the original character of the building and its setting)</i>

Part 2 | Accessibility

For planning applications and listed building consent applications (exterior works only) the Design and Access Statement must:

- Explain the policy or approach to access

For example:

1. How has the guidance set out Planning Policy Wales and TAN 12: Design been integrated into the proposal?
2. Does the development address the accessibility needs of all people?
3. Is the proposal robust enough to adapt to varying contexts and policy requirements of inclusiveness over time?

- Explain how any policies relating to access in the statutory development plan have been taken into account

For example:

1. Have policies within the Structure Plan, Local Plan and Unitary Development Plan been considered in the proposal?

- Explain how any specific issues which might affect access to the development or listed building have been addressed

For example:

1. Does the layout meet practical requirements such as access for emergency vehicles including clear connections and ease of access for all, particularly pedestrians and cyclists?
2. Does the proposed access respect the context and character of the surrounding area?

- Detail how features which ensure people's access to the development or listed building will be maintained

For example:

1. Does the proposal include details of maintenance plans for the development?

2(A)	Approach to Access Issues (Planning Applications & LBC)
i).	<u>Explain the policy or approach to access</u>
ii).	<u>Explain how any policies relating to access in the statutory development plan have been taken into account</u>
iii).	<u>Explain how any specific issues which might affect access to the development or listed building have been addressed</u>
iv).	<u>Detail how features which ensure people's access to the development or listed building will be maintained</u>

Appendix 1 – How to complete a Design and Access Statement

Design information for a planning application

Applicants may be asked to submit the following design information by the local planning authority. This list is not exhaustive and applicants should contact the Council for clarification on what design information may be required.

In the case of large scale or complex development proposals models, computer-based representations, three dimensional drawings and perspectives may be particularly useful.

Location Plan

- Scale 1:1250 or 1:2500.
- North point, date and drawing number.
- Outline the application property/site with a red line.
- Draw a blue line around any other land owned by the applicant, close to or adjoining the application.
- Show the application property/site in relation to at least two named roads and surrounding buildings where possible.

Details of existing site layout

- Scale typically 1:200 or appropriate scale to ascertain required level of detail.
- North point, date and number on plans.
- Show the whole property/site, including all buildings, gardens, open spaces and car parking.
- Any relevant assessments carried out.

Details of proposed site layout

- Scale, typically 1:200.
- North point, date and number on plans.
- Show the siting of any new building or extension, vehicular/pedestrian access, changes in levels, landscape proposals, including trees to be removed, new planting, new or altered boundary walls and fences, and new hard-surfaced open spaces.
- Show proposals in the context of adjacent buildings/environment.
- Illustrate elevation and cross-sections of the steepest elevation.

Floor Plans

- Scale 1:50 or 1:100.
- In the case of an extension, show the floor layout of the existing building to indicate the relationship between the two, clearly indicating new work.

- Show floor plans in the context of adjacent buildings, where appropriate.
- In the case of minor applications it may be appropriate to combine the layout and floor plan (unless any demolition is involved).
- Include a roof plan where necessary to show a complex roof or alteration to one.

Elevations

- Scale 1:50 or 1:100 (consistent with floor plans) which include figured dimensions.
- Show every elevation of a new building or extension.
- For an extension or alteration, clearly distinguish existing and proposed elevations.
- Include details of material and external appearance.
- Show elevations in the context of adjacent buildings, where appropriate.

Cross Sections

- Scale 1:50 / 1:100 (consistent with floor plans), where appropriate.

Photographs (Recommended)

- Photographs of the site and its surroundings should be included.

Appendix 2 – How to assess a Design and Access Statement

- Where a DAS is required and has not been submitted the application will automatically be classed as invalid.
- The Planning Service must not enter an application on the Planning Register unless accompanied by a DAS.
- A high quality DAS will illustrate how the application proposal accounts for the objectives of good design and responds to access issues.
- A DAS is a material consideration in the decision-making process of an application.
- Planning permission and listed building consent should be granted only when the fundamental design principles of an application are clear and when adequate evidence of the design quality of the proposal has been provided.
- Planning conditions may be attached to a planning permission/listed building consent to take on board the relevant elements of the DAS and ensure that the principles and concepts are realised in the execution of the proposal. For outline applications, any design considerations that are crucial to the development should be secured through conditions on the outline permission; a planning obligation should only be used where it is not possible to attach a valid condition.
- It is considered good practice to use a DAS as an aid to pre-application discussions. Early discussion on design should help to establish any initial issues.
- Where an outline planning application is submitted, local planning authorities may consider that additional information, building on the original statement, will be required at the reserved matters stage.