

Development Management Guidance Note

Design and Access Statements

(revised June 2013)

Introduction

Design and Access Statements are required to accompany some planning applications. Their requirement was introduced by the Government in 2006. Revised legislation relating to Design and Access Statements came into effect on 25 June 2013. This has expanded the range of development that is exempt from the requirement to provide a Design and Access Statement.

What is a Design and Access Statement?

A Design and Access Statement is a document accompanying an application. The length and complexity will depend on the nature of the application. For most straightforward applications, a relatively short written Statement may be sufficient. For more complicated applications Statements will be longer and a more detailed format, possibly including drawings and plans, is likely to be required. However, such Statements are not a substitute for the drawings and information already required for an application.

Which applications require a Statement?

The following application types must be accompanied by a Design and Access Statement:

- Major development (i.e. 10 or more dwellings or development with a floorspace of 1000 sqm or more)
- The provision of one or more houses or flats where any part of the development is in a Conservation Area
- The provision of a building or buildings where the floorspace created by the development is 100 sqm or more where any part of the development is in a Conservation Area
- Listed Building Consent

Statements are NOT required for:

- Works to an existing house or flat, even in a Conservation Area
- Removal or variation of condition
- Extensions to time limit (renewals)
- Engineering or mining operations
- Changes of use
- Waste development
- Conservation Area Consent
- Advertisement Consent
- Certificates of lawfulness
- Prior approval notifications
- Non-material amendments
- Discharge of conditions

What should the Statement do?

Design and Access Statements should ensure that development proposals are based on a thoughtful design process and a sustainable approach to access. This must be demonstrated through an explanation of the design principles and concepts that have been applied to the development and how issues relating to access to the development have been dealt with.

Such Statements allow an applicant to explain and justify their proposals. They also enable those assessing proposals to understand the design and access rationale underpinning them.

What should the Statement include?

A Design and Access Statement accompanying planning applications should:

- Explain the design principles and concepts that have been applied to the development
- Demonstrate the steps taken to appraise the context of the development and how the design of the development takes that context into account
- Explain the policy adopted as to access, and how policies relating to access in relevant Local Development Documents have been taken into account
- State what, if any, consultation has been undertaken on issues relating to access to the development and what account has been taken of the outcome of any such consultation
- Explain how any specific issues which might affect access to the development have been addressed.

Listed Building Consent Applications

A Design and Access Statement accompanying an application for Listed Building Consent should cover:

- The design principles and concepts that have been applied to the works
- How the design principles and concepts that have been applied to the works take account of:
 - (i) the special architectural or historic importance of the building
 - (ii) the particular physical features of the building that justify its designation as a Listed Building, and
 - (iii) the building's setting

Where the proposal involves any external changes to the Listed Building, the Statement should also:

- Explain how issues relating to access to the building have been dealt with
- Explain the policy adopted as to access, including what alternative means of access have been considered, and how policies relating to access in relevant Local Development Documents have been taken into account
- Explain how the policy as to access takes account of—
 - (i) the special architectural or historic importance of the building

- (ii) the particular physical features of the building that justify its designation as a Listed Building; and
- (iii) the building's setting
- State what, if any, consultation has been undertaken and what account has been taken of the outcome of any such consultation
- Explain how any specific issues which might affect access to the building have been addressed

What will we do with your Statement?

Please ensure that, where a Statement is required, one has been submitted and covers all of the aspects required in order for your application to be validated.

Once a complete Statement has been received, and your application has been registered, your Statement will be available for public inspection. It will also be available to those whom we statutorily consult on applications.

The content and detail of the Statement will be assessed as part of the consideration of the development proposals. We may suggest that amendments or additions are made to the Statement and/or your development proposals. If it is considered that an element set out in your Statement should be secured through the development, if permission is given, conditions may be applied which specifically require certain elements within the Statement to be implemented.

Further Information

This Guidance Note is intended to be a helpful and useful source of information with regard to the requirement for Design and Access Statements. It is not intended as an authoritative interpretation of the regulations and neither is it intended to be binding on any party in terms of the full extent of and requirements in relation to Design and Access Statements.

This updated document is based on the following legislation which came into effect on 25 June 2013:

The Town and Country Planning (Development Management Procedure) (England) (Amendment) Order 2013 (June 2013: SI 2013 No. 1238)

<http://www.legislation.gov.uk/ukSI/2013/1238/contents/made>

The Planning (Listed Buildings and Conservation Areas) (Amendment) (England) Regulations 2013 (June 2013: SI 2013 No. 1239)

<http://www.legislation.gov.uk/ukSI/2013/1239/contents/made>

If you have any comment to make on any element of the information contained in this leaflet or need further advice and guidance please contact the Development Management section at Three Rivers on 01923 776611 or e-mail enquiries@threerivers.gov.uk

If you require this information in large print, braille, or any other format please contact the Customer Services Centre on:

Tel: 01923 776611

e-mail: enquiries@threerivers.gov.uk

minicom: 01923 727303

आभवात प्रलाकास काउंसिल वसत प्रता मल्ल शाक अ मन्भक्त आभवात गतासत जावाक
आवाता आधरौ आभवा वरि अ तथा वाशना, अजावाति, रिनि, उरू किशवा अवा अवाल
आवात आत आत अतुधर कत आभावात कतत:

हम مقامی علاقے اور جو سر کونسل کی طرف سے مہیا کی جارہی ہیں ان
کے بارے میں آپ کی رائے جاننا چاہتے ہیں۔ اگر آپ ان معلومات کا
ترجمہ بنگالی، گجراتی، ہندی، اردو یا کسی اور زبان میں چاہتے ہیں تو ہمارے
مہربانی نچے دیئے گئے پتے پر رابطہ کیجئے۔

स्थानीय क्षेत्र और काउंसिल द्वारा दी जाने वाली
सेवाओं के बारे में हम आपकी राय जानना
चाहते हैं। यह जानकारी यदि आपको बंगाली,
गुजराती, हिन्दी, उर्दू या किसी अन्य भाषा में
अनुवाद करानी हो तो कृपया संपर्क करें:

स्थानिक विस्तार अने काउंसिल द्वारा पुरी पडाती
सेवाओ विशे अमारे तमारा अभिप्राय जाणवा छे.
जो आ माछिती तमारे अंगाली, गुजराती, हिन्दी,
उर्दू अथवा भीजी कोई भाषामां मेणववी छेय तो
महंरभानी करी संपर्क करो:

If you would like this information translated in another language please contact:

Three Rivers District Council

Three Rivers House, Northway, Rickmansworth WD3 1RL

Tel: 01923 776611

e-mail: consult@threerivers.gov.uk