

London Borough of Barnet

Design and Access Statements Guidance Note

October 2007

Applications for Planning Permission **submitted on or after 10 August 2006** are required to be accompanied by a 'Design and Access Statement'. The design and access statement is required for an application for either outline or detailed planning permission. A statement **is not required** for:

- Engineering or mining works
- Material changes of use of land or buildings unless it also involves operational development
- Householder planning applications, **unless** any part of the site lies within conservation area or an Area of Outstanding Natural Beauty (AONB) - i.e. applications for domestic extensions within a conservation area or AONB will need to include a Design and Access Statement.

Content of statement

The level and detail required in a statement will depend upon the scale and complexity of the application. Statements should reflect the type of development and the complex issues that arise from the application. If you are applying for a single householder development, for example, statements would be shorter than a housing estate development.

The statement must provide information about:

- The design principles and concepts that have been applied to the development;
- How issues relating to access to the development have been dealt with.

In order to demonstrate the applicant's thinking behind the development you should include a written statement, maps, and photos, consultations with the Access Officer and other stakeholders and drawings.

The **DESIGN** component of the statement must cover seven elements:

- **Response to context** - How the physical, social, economic and policy context of the development has influenced its design in relation to the other six elements.
- **Amount** - How much would be built on the site.
- **Use** - For what buildings and spaces will be used.
- **Layout** - The buildings and space in between within the site, and the relationship of these to the surrounding environment.

- **Scale** - height, width and length of each proposed building and space between buildings.
- **Appearance** - What the finished building and space will look like.
- **Landscaping** - How open space will be treated to enhance and protect the character of the area.

The **ACCESS** component of the statement must cover the following elements

- What approach has the applicant taken towards access, especially for disabled, and how have relevant policies in local development documents been taken into account?
- How will all users of the site have equal and convenient access to buildings and spaces and the public transport system?
- What information was gleaned from any consultations conducted?
- How any issues that affect the access to the site (roads, footpaths and sightlines), the movement around the site and how disabled people are not segregated, and access for emergency vehicles.

If you fail to submit a Design and Access Statement your application will be treated as invalid and cannot be process. This will result in delays in dealing with your application.

For more information and details:

- Circular 01/2006 'Guidance on changes to the development control system' Department for Communities and Local Government (<http://www.communities.gov.uk/publications/planningandbuilding/circularcommunities2>)
- Design and Access Statements: How to write, read and use them. Commission for Architecture and the Built Environment (CABE). Published 2006 (<http://www.cabe.org.uk/AssetLibrary/8073.pdf>)
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