

**DESIGN AND ACCESS STATEMENT
PRO FORMA**

This design and access statement pro forma is based on the advice in the Government's National Planning Practice Guidance. The Guidance contains further information on what may be required in the statement.

A design and access statement is a short report to explain and justify your proposal and gives you an opportunity to demonstrate your commitment to achieving good design and ensuring accessibility where appropriate. The statement will need to be proportionate in detail to the type of application you are making and will vary in its length.

If the design and access statement is required in connection with a householder application it will not need to be lengthy and the information required will be relevant to the type of application being submitted.

If the statement is required in connection with an outline planning application it is important to remember that the statement will need to be adhered to for the drawing up and assessment of future details.

If the application is for listed building consent and planning permission a single, combined statement can be submitted. Please complete each section and include the additional information as advised in section 8. If the scale of the works requires greater detail in relation to the listed building, please see our guidance notes on heritage statements.

If the application is for **Listed Building Consent only**, depending on the scale of the works you can either complete and submit section 8 only or use the separate heritage statement pro forma. Historic England has a guidance note for more detailed heritage statements on their website: 'Historic England Advice Note 12: Statements of Heritage Significance.'

Proposal	Repair / renovation works to existing windows on the property
Location	Flat 7, 11 Broadwater Down, Tunbridge Wells, TN2 5NJ

The following sections should be completed as required and must explain the design principles and concepts that have been applied to the following aspects of your proposal – amount, layout, scale, landscaping and appearance of the development.

Applications for larger developments will need an explanation of how the proposal has been influenced by the local physical, economic and social context and may also include drawings, plans and photographs (in addition to those submitted as part of the planning application).

1. Amount

For new residential development, this means the number of proposed units.
For other development, this means the proposed floor space.
Explain and justify the amount of your proposal and how this amount relates to the site's surroundings.
For larger developments explain how this will be distributed across the site and what consideration is being given to ensure maximum accessibility for users to and between parts of the development.

All 5 Sash windows in the flat to be repaired/renovated.

These windows will be renovated to the exact existing measurements, in hardwood and painted white to match other existing windows in the building. The visual appearance and character of the property/ building will not be affected. Nor will there be any impact to the neighbouring residential dwellings.

2. Layout

Layout is the siting of your proposed development in relation to other buildings and open spaces on the site. For larger developments the layout is the way in which buildings, routes and open spaces (both private and public) are provided, placed and orientated in relation to each other and also to buildings and spaces surrounding the development.

Explain and justify the proposed layout. For larger developments explain and justify the proposed layout as described above and describe how these relationships will help to create safe, vibrant and successful places.

Demonstrate how crime prevention measures have been considered in the design of the proposal and how the design reflects the attributes of safe, sustainable places set out in Safer Places – the Planning System and Crime Prevention (ODPM/Home Office, 2003).

Please refer to the attached plans.

Security and safety will be improved as we intend including security locks.

3. Scale

Scale is the height, width and length of a building or buildings in relation to its surroundings. Detailed measurements will be required including volume, height, width, length and distance to boundary.

For outline applications with scale reserved, the measurements should include the upper and lower limits of the height, width and length of each proposed building.

Explain and justify the scale of buildings proposed, including why particular heights have been settled upon, and how these relate to the site's surroundings and the relevant skyline.

Please refer to attached plans

The joinery drawings show all measurements for the windows.
All measurements are 'like for like', remaining exactly the same as our present existing window.

4. Landscaping

Landscaping is the way in which private and public spaces of the site are enhanced or protected through hard and soft landscaping.

Explain and justify the proposed landscaping scheme, explaining the purpose of landscaping private and public spaces and its relationship to the surrounding area. A schedule of planting and proposed hard landscaping materials to be used is recommended.

Please also explain how the implemented landscaping scheme will be maintained.

For smaller developments where there is to be no change to the existing landscaping please confirm this below.

The proposed window repairs/renovations will have no impact on landscaping

5. Appearance

Appearance is the visual impression the proposed development makes, including the external built form, its architecture, materials, decoration, lighting, colour and texture.

Explain and justify the appearance of the place or buildings proposed including how this will relate to the appearance and character of the development's surroundings.

For larger developments explain how decisions taken about appearance have impacted upon the developments accessibility e.g. the use of materials to define important features such as entrances, routes or seating and the location and levels of lighting.

The proposed window repairs/renovations will have no impact on appearance

6. Use

Use means the use or mix of uses proposed for land and buildings.

Explain the use of the proposed development and how that use is appropriate for the site and the uses surrounding the site.

Explain how the context of the proposed development has been considered in relation to the physical characteristics as described by you in the sections above.

No impact, Not applicable

7. Access

The access section of the design and access statement refers only to access to the development and not to the inside of individual buildings.

For smaller developments this needs to describe how the proposed building will be accessed with consideration given to disabled users. If the access is via an existing route please confirm this below or describe any alterations that will be made to gain access to the new development.

For larger schemes explain how access arrangements will ensure that all users will have equal and convenient access to buildings and spaces and the public transport network. Address the need for flexibility of the development and how it may adapt to changing needs.

Explain how relevant policies in local development documents have been taken into account and give information on any consultation undertaken in relation to issues of access and how the outcome of this consultation has informed the development proposals.

Details of access for the emergency services should also be explained.

No impact, not applicable

8. Additional information required in respect of applications for Listed Building Consent

Provide a statement which assesses the historic and architectural significance of the building, details which elements will be affected by the proposed works, and states how the significance of the building will be affected by the proposed works. If any harm to the building's significance may be caused, please provide a justification for the works, including what measures have been taken to ensure that any impact is minimised.

Please refer to guidance in the 'Conserving and enhancing the historic environment' section of the Government's National Planning Practice Guidance for more information:
<https://www.gov.uk/government/collections/planning-practice-guidance>.

The following Historic England guidance may also be of assistance:

- Good Practice Advice Note 2: Managing Significance in Decision-Taking in the Historic Environment
- Historic England Advice Note 2: Making Changes to Heritage Assets
- Historic England Advice Note 12: Statements of Heritage Significance

Our windows are currently in a poor condition, with areas of rotten wood, and a constant issue with condensation and mould, especially in the winter months. Several of the sash windows do not open as the mechanisms are damaged.

We consider that the proposed work, being renovated Like for Like, will have no impact on the appearance and will, in fact, help to preserve the character and heritage of the building as a whole.

The insulation and safety of the property will also be greatly improved