



## **Preparing Heritage Statements and Design and Access Statements:** Guidance for applicants and agents

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### **HERITAGE STATEMENTS**

#### **supporting applications for Listed Building Consent and applications for planning permission that impact on Scheduled Monuments or Listed Buildings and for any development or relevant demolition\* within Conservation Areas**

Development proposals within a Conservation Area, or considered by the Council to affect the setting of a Listed Building or Scheduled Monument require a heritage statement (or an impact assessment for minor works) to support a planning application. This will **assess the impact of development on Heritage Assets** and is a national requirement in accordance with Paragraph 128 of the National Planning Policy Framework, whereby applicants are required to describe the significance of any Heritage Assets affected (see below for definition), including any contribution made by their setting.

Heritage Assets are defined as follows:

*“A building, monument, site, place, area or landscape identified as having a degree of significance meriting consideration in planning decisions, because of its heritage interest. Heritage Assets include designated Heritage Assets and assets identified by the local planning authority”.*

Heritage Assets within the Borough of Darlington include Listed Buildings and Conservation Areas designated as such under the relevant legislation, as well as Scheduled Monuments, and Registered Parks and Gardens.

The level of information required is proportionate to the scale of work proposed and the significance of the Heritage Asset. Therefore smaller scale change proposed for less significant (lower grade) Heritage Assets may enable the above to be undertaken by the applicant, but larger scale change to more significant (higher grade) Heritage Assets will require detailed evaluation and may also require professional assessment. As a minimum, the relevant Historic Environment Record should be consulted and the Heritage Assets assessed using appropriate expertise where necessary. For minor development we recommend this assessment is provided in the form of a letter and for major development in a Heritage Statement.

Your letter or statement to support your application should incorporate the following sub-headings and make use of at least the Historic Environment Record. Additional resources include the National Heritage List for England, Darlington’s extract from the Statutory List of Listed Buildings, and Conservation Area Character Appraisals.

- **Description of Heritage Asset’s Significance**

Provide a factual description of the Heritage Asset including, but not limited to:

- the reason it is designated - its age - its character and appearance

This information can be found online using the Historic Environment Record.

- **Description of Change Proposed**

Describe the works or development proposed and provide justification why it is needed and how it will take place.

- **Assessment of Impact on Significance**

Explain how the change proposed will impact upon the reason the Heritage Asset is designated. Use the following to guide your assessment:

- the nature of the asset's significance and its interest (a modern building of high architectural interest will have quite different sensitivities from an archaeological site where the interest arises from the possibility of human remains)
- the extent of the fabric that holds that interest (this can lead to a better understanding of how adaptable the asset may be)
- the level of importance of that interest (this guides how protective policies should be applied)

- **Sources Used**

Your statement should detail the sources that have been considered and the expertise that has been consulted.

NB: where a planning application is submitted in parallel with an application for Listed Building consent, a single, combined statement should address the requirements of design, access and impact on Heritage Assets.

**Without this information applications will be invalidated as they will contain insufficient information for us to reach a decision.**

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### **DESIGN AND ACCESS STATEMENTS**

**required with planning applications for major development (both full and outline);  
applications where the property is a Listed Building;  
and applications in Conservation Areas for the provision of new dwellings, or a building  
where the floor space created is 100 m<sup>2</sup> or more**

Current Town and Country Planning legislation states that a Design and Access Statement shall:

- 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;
- what consultations, if any, has been undertaken on issues relating to access to the development and what account was taken of the outcome of any such consultation; and
- explain how any specific issues which might affect access to the development have been addressed.

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A useful reference source is the publication by the Commission for Architecture and the Built Environment (CABE), Government's advisor on architecture, urban design and public space – "[Design and access statements: how to write read and use them](#)" found on their website [www.cabe.org.uk](http://www.cabe.org.uk)

*\*You do not need permission to demolish a building which does not exceed 115m<sup>3</sup> or to take down any wall, gate or fence which is less than 1 metre high where abutting a highway, or less than 2 metres high elsewhere.*

## Appendix

**From 25 June 2013 it is not necessary to submit a Design and Access Statement for the following:**

- extensions to dwellings
- a change in the use of land or buildings
- extensions to non-domestic properties where the floor area to be created is under 100 m<sup>2</sup>
- the erection, construction, improvement or alteration of a gate, fence, wall or other means of enclosure
- applications to vary or remove planning conditions
- extensions of time limits to existing planning permissions
- applications for non material amendments
- engineering or mining operations
- advertisement applications
- tree preservation orders (TPOs)
- certificate of lawfulness
- prior notification

### **Definitions:**

- 'Designated Area' means a World Heritage Site or a Conservation Area
- 'Operational Land' is land used by Statutory Undertakers for the purpose of carrying on their undertaking. 'Statutory Undertakers' are those authorised by any enactment to carry on any railway, light railway, tramway, road transport, water transport, canal, inland navigation, dock, harbour, pier or lighthouse undertaking or any undertaking for the supply of hydraulic power and a relevant airport operator
- 'Major development' comprise proposals for 10 or more dwellings; housing developments on 0.5 hectare or more (where it is not known if the number of dwellings will exceed 10); building(s) with a floor space of 1,000 m<sup>2</sup> or more; development on land of 1.0 hectare or more.

### **Legislation**

- From 25 June 2013 the requirement to submit a Design and Access Statement with a planning application is significantly reduced by the Town and Country Planning (Development Management Procedure)(England)(Amendment) Order 2013.
- What is required in a Design and Access Statement is set out in Town and Country Planning (Development Management Procedure) (England) Order 2010 Section 8(2) to 8(4)