

SELF-BUILD · PLAN WITH CONFIDENCE

The Planning Statement

A practical worksheet to help you prepare a Planning Statement in support of your application.

Use this to describe the site, explain the proposed development and demonstrate how it complies with national and local planning policy, ready to be worked up into your final submission.

PROJECT

SITE ADDRESS

LOCAL PLANNING AUTHORITY

APPLICANT

AGENT

PLANNING APPLICATION TYPE

- ☐ Householder
- ☐ Full Planning Permission
- ☐ Outline Planning Permission
- ☐ Reserved Matters
- ☐ Listed Building Consent
- ☐ Change of Use
- ☐ Prior Approval
- ☐ Other

01

1–2. Introduction and site description.

This Planning Statement has been prepared in support of a planning application for the proposed development at the above site. The purpose of this statement is to describe the site, explain the proposed development and demonstrate how the proposal complies with national and local planning policy.

2. SITE DESCRIPTION

PROPERTY TYPE

EXISTING USE

SITE AREA

m² / hectares

PLANNING DESIGNATIONS

- ☐ Settlement Boundary
- ☐ Conservation Area
- ☐ Listed Building
- ☐ Area of Outstanding Natural Beauty / National Landscape
- ☐ Green Belt
- ☐ Flood Zone
- ☐ Tree Preservation Orders
- ☐ Public Right of Way
- ☐ Other

03

3–4. Planning history and the proposal.

3. PLANNING HISTORY

REFERENCE	DESCRIPTION	DECISION	DATE

4. DESCRIPTION OF THE PROPOSAL

Provide a description of the proposed development.

DESCRIPTION

INCLUDE

- ☐ Proposed use
- ☐ Size of development
- ☐ Floor area
- ☐ Number of bedrooms (if applicable)
- ☐ Materials
- ☐ Roof design
- ☐ Parking
- ☐ Access
- ☐ Landscaping

05

5. Planning policy – national.

The proposal has been prepared having regard to the National Planning Policy Framework (NPPF), particularly those sections relating to:

NATIONAL PLANNING POLICY FRAMEWORK

- ☐ Achieving sustainable development
- ☐ Design quality
- ☐ Climate change
- ☐ Heritage
- ☐ Natural environment
- ☐ Sustainable transport
- ☐ Housing

RELEVANT PARAGRAPHS

05

5. Planning policy (continued).

LOCAL DEVELOPMENT PLAN

Relevant policies:

POLICY	DESCRIPTION	COMPLIES
		☐
		☐
		☐
		☐
		☐

SUPPLEMENTARY PLANNING DOCUMENTS

DOCUMENTS

06

6–7. Design principles and amenity.

6. DESIGN PRINCIPLES

SCALE

LAYOUT

APPEARANCE

MATERIALS

LANDSCAPING

CHARACTER

7. RESIDENTIAL AMENITY

- ☐ Privacy
- ☐ Overlooking
- ☐ Overshadowing
- ☐ Daylight
- ☐ Sunlight
- ☐ Noise
- ☐ Outlook
- ☐ Separation distances

COMMENTS

08

8–9. Highways, parking and drainage.

8. HIGHWAYS & PARKING

EXISTING PARKING

PROPOSED PARKING

VEHICLE ACCESS

VISIBILITY

CYCLE STORAGE

9. DRAINAGE

- ☐ Existing drainage retained
- ☐ New foul drainage
- ☐ New surface water drainage
- ☐ Sustainable drainage proposed

COMMENTS

10

10–11. Ecology, trees and landscaping.

10. ECOLOGY ---

- ☐ No ecological constraints identified
- ☐ Ecology Survey submitted
- ☐ Bat Survey
- ☐ Bird Survey
- ☐ Biodiversity Enhancement
- ☐ Biodiversity Net Gain (where applicable)

COMMENTS

11. TREES & LANDSCAPING ---

- ☐ Existing trees retained
- ☐ Tree Survey submitted
- ☐ Arboricultural Impact Assessment
- ☐ Tree Protection Plan
- ☐ New planting proposed

COMMENTS

12

12–13. Flood risk and heritage.

12. FLOOD RISK ---

- ☐ Flood Zone 1
- ☐ Flood Risk Assessment submitted
- ☐ Sequential Test
- ☐ Surface water managed on site

COMMENTS

13. HERITAGE ---

- ☐ Listed Building
- ☐ Conservation Area
- ☐ Heritage Statement submitted
- ☐ Archaeology

COMMENTS

14

14–15. Sustainability and consultation.

The proposal incorporates:

14. SUSTAINABILITY

- ☐ High levels of insulation
- ☐ Low-carbon heating
- ☐ Solar PV
- ☐ Electric vehicle charging
- ☐ Water efficiency
- ☐ Sustainable materials
- ☐ Natural ventilation
- ☐ Biodiversity enhancements

COMMENTS

15. CONSULTATION

- ☐ Highways Authority
- ☐ Lead Local Flood Authority
- ☐ Environmental Health
- ☐ Ecology Officer
- ☐ Tree Officer
- ☐ Conservation Officer
- ☐ Parish Council
- ☐ Historic England
- ☐ Natural England
- ☐ Environment Agency
- ☐ Water Authority
- ☐ Other

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16. Planning balance.

The proposal:

PLANNING BALANCE

- ☐ Preserves the character of the area.
- ☐ Is appropriate in scale.
- ☐ Protects neighbouring amenity.
- ☐ Provides adequate parking.
- ☐ Meets sustainability objectives.
- ☐ Complies with national planning policy.
- ☐ Complies with local planning policy.

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17. Supporting documents checklist.

SUPPORTING DOCUMENTS ---

- ☐ Location Plan
- ☐ Block Plan
- ☐ Existing Drawings
- ☐ Proposed Drawings
- ☐ Site Sections
- ☐ Design & Access Statement (where required)
- ☐ Heritage Statement
- ☐ Planning Statement
- ☐ Ecology Report
- ☐ Tree Survey
- ☐ Arboricultural Impact Assessment
- ☐ Tree Protection Plan
- ☐ Flood Risk Assessment
- ☐ Drainage Strategy
- ☐ Transport Statement
- ☐ Structural Report
- ☐ Contamination Report
- ☐ Noise Assessment
- ☐ Lighting Assessment
- ☐ Energy Statement
- ☐ Biodiversity Metric
- ☐ Biodiversity Enhancement Plan
- ☐ Agricultural Justification (if applicable)

18. Conclusion.

The proposed development has been carefully designed to respond positively to its surroundings and to comply with the requirements of the National Planning Policy Framework together with the adopted Local Development Plan and any relevant Supplementary Planning Documents.

The proposal represents sustainable development, preserves the character and appearance of the area, safeguards neighbouring residential amenity, provides appropriate access and parking, and incorporates suitable drainage, landscaping and environmental enhancements.

It is therefore respectfully submitted that planning permission should be granted.

PREPARED BY

PRACTICE

PREPARED BY

POSITION

DATE

SIGNATURE

Houseplansdirect recommendation

Draft this statement alongside your drawings, not after them, so the description of the proposal and the supporting documents stay consistent. Cross-check every section against the application forms before submission.

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