

Design and Access Statements for Minor Works Information Sheet

4-5 Bernard St

A Design and Access Statement should explain why your proposal is designed in a particular way and the things you considered before making your application for planning permission. Please note that we are not permitted to deal with your application until a completed statement is provided.

What should be included?

- **An assessment of the site and its surroundings**

You should include an assessment of the site's immediate and wider context, evaluating physical characteristics by identifying opportunities and constraints and balancing any identified conflicting issues. Understanding the context will help produce and justify the design. You should also include any established planning policies.

- **Design, appearance and sustainability (questionnaire below)**

The site analysis should support your proposal where access, use, amount, layout, scale, landscaping and appearance should be considered. To complete your statement, you can answer the following questions or you can provide a separate document (as long as it addresses at least the points set out in the questions below).

What is the purpose of your proposal?

This application seeks the removal of existing railings to the front and the infilling of the front lightwells at both properties to provide an unrestricted and open ground frontage for the commercial premises.

How will the proposed works relate to the existing building?

They located to the front of the properties.

Have you discussed your proposal with your neighbours? What measures have been taken to reduce impact on your neighbours considering shadowing/ lighting/ visibility/ proximity/ overbearing/ noise issues?

N/A

What thought has been given to siting and appearance of the works, where they are placed, visual impression, architecture, materials, decoration, lighting, colour and texture?

The railings are modern replacements. The infill of the lightwells with glazed bricks will ensure the legible reference to the original plan, layout and/or configuration of the building continues to be retained.

Explain the scale, height, width and length of the proposal and its relationship to the existing building.

N/A

What consideration has been given to accessibility to and between parts of the proposed works? Has disabled access been considered?

N/A

What is the relationship between the proposed works and public routes and do they have any impact?

N/A

Have you considered any landscaping treatment or other treatment to enhance and protect existing amenities?

N/A

Describe the materials you propose to use and why you chose them. Have environmentally friendly materials been considered? What consideration has been given to maintenance?

The lightwell will be filled with glazed bricks.

Does your proposal have an impact on the street scene? Is it improving street views, if not, what measures have been taken to minimise visual impact?

The proposal will result in a more open frontage for the active ground floor uses and will improve the vitality of this part of the borough. The proposals both preserve and enhance the character and appearance of the conservation area and the settings of nearby listed buildings, whilst not adversely affecting the special interest of these.

How sustainable is your proposal? How has your proposal addressed the need for energy efficiency? How does it reduce carbon emissions? What consideration has been given to low-energy and renewable energy technologies?

N/A

What provision has been made for the storage of waste and recyclable material ?

N/A

* CABE access guidance – Design and Access Statements: How to write, read and use them. Available from www.cabe.org.uk

** Westminster City Council access guidance – Inclusive Design and Access: Supplementary Planning Guidance. Available from www.westminster.gov.uk.