**Flood & Highways Development Management**



Parkhouse Building  Baron Way  Carlisle  CA6 4SJ;

T: 0300 373 3306; E: [PreApp@westmorlandandfurness.gov.uk](mailto:PreApp@westmorlandandfurness.gov.uk)

**Our Reference: Pre-App/ /\_ /\_\_\_**

**Request for Pre-Planning Application Advice**

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| **0. PRE-APP FEE CATEGORY** | |
| Major /  Minor  See [Cumbria.gov.uk/planning-environment/flooding/preapp](https://cumbria.gov.uk/planning-environment/flooding/preapp.asp) for details in respect of fee thresholds and current charges. |

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| **1. PROPOSED DEVELOPMENT** | | | | |
| **1.a - Address and Location of Proposed Site:** | | | | |
| **Site Name/Description:**  **Street/Road:**  **Sub-Locality:**  **Locality:**  **Post Town & Postcode:** | |  | | |
| **OS Grid Reference** *(Letter Code plus 10-Figure Ref.)***:** | | | |  |
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| **1.b – Description of the Proposed Development**  *(Including indicative size/scale of development – e.g. no. of houses)***:** | | | | |
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| **1.c –Key Site Details:** | | | | |
| **Area of Land to be Developed:** | | | **ha** | |
| **Building Footprint** *(If Applicable)***:** | | | **m2** | |
|  | | | | |
| **Existing Use/Status of Site:** | | |  | |
| **Site Access** *(Existing & Proposed)***:** |  | | | |
| **Traffic Generation**  *(Existing & Proposed)***:** |  | | | |
| **Drainage Arrangements** *(Existing & Proposed)***:** |  | | | |

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| **2. APPLICANT / DEVELOPER DETAILS** | |
| **Title & Name:**  **Company:**  **Address** *(& postcode)***:**  **Telephone:**  **E-mail Address:** | **Work:       Mobile:** |

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| **3. PRIMARY AGENT DETAILS (***if applicable***)** | |
| **Title & Name:**  **Company:**  **Address** *(& postcode)***:**  **Telephone:**  **E-mail Address:** | **Work:       Mobile:** |

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| **4. OTHER HIGHWAYS / DRAINAGE CONSULTANTS (***if applicable***)** | |
| **Company:**  **Name of Main/Key Contact:**  **Telephone:**  **E-mail Address:**  **Company:**  **Name of Main/Key Contact:**  **Telephone:**  **E-mail Address:** | **Work:       Mobile:**        **Work:       Mobile:** |

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| **5. ATTACHED INFORMATION** |
| Please complete the tick-box to confirm that the below **required** information is submitted with this form:  **Location Plan** at a scale of 1:1250 or 1:2500 (to a maximum of 1:10000 for larger scale development). The plan must be on an up-to-date Ordnance Survey base and identify both the footprint of the proposed development in red and any land owned or controlled by the applicant in blue.  **Access Plan** Scale plan showing the proposed access arrangement.  **Outline Drainage Strategy/Plan**  **Additional Supporting Information**  Whilst not mandatory, it is in the interest of the prospective applicant to provide as much detail as possible at this early stage so as to ensure that the Council’s advice is based upon a comprehensive appreciation of the proposal as currently envisioned. Consequently further information as regards the following is encouraged (*please check below where details are provided*):  **Further written details** and background in respect of the proposed development.  **Plans/Drawings** showing proposed elements of layout or other details.  **Photographs** (of the existing site and/or surrounding area).  Please list the titles/reference numbers of all documents/plans supplied to the Council with this form: |

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| **6. DECLARATION** |
| I (the undersigned) confirm that pre-application advice is requested and undertake to pay the requisite fee.  I understand that the advice received, although given in good faith, cannot be binding on any subsequent consultation response or decision of the Council.  **Signed:** ……………………………………………………. **Date:** ……………………  Name:  Company: |

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| **OFFICIAL USE ONLY** |
| Reference No. |  | Type/Fee Cat (*Major/Minor & Fee*): |  |
| Received (*Initial & Date)*: |  | Acknowledged (*Date*): |  |
| Checked (*Initial & Date)*: |  | Officer: |  |
| Payment Reference: |  | Recorded on MastGov *(Initial & Date)*: |  |