

**Economic Development
 Planning Services - Development Control
 Pre-Application Enquiry Form**

For Official Use Only Date Received
Ref No.

1 – Your Details

Applicant Name:	Agent Name:
Address:	Address:
Postcode:	Postcode:

Contact Details

Contact Name:	Email:
Daytime Tel No(s)	Fax No:

2 – Location of proposed development

Please provide the site address of the development site or building
Address:

3 –Description of proposal

Please provide an accurate, detailed description of the proposed development

4 – Plans and supporting information (Please see Guidance Notes)

If you are unsure about the level of detail to be submitted, please contact Development Control for advice. Please specify plans/details that have been submitted.

Site Location Plan

Block Plan

Sketch Plan

Photographs

Other Supporting Material

Please indicate other plans, illustrations, statements that have been submitted

If you are emailing your enquiry please attach relevant documents and send to DC@carlisle.gov.uk

5 – Local Plan Policies/Guidance

Please state the guidance you have referred to preparing your scheme

6 – Viewing the site

Please can you indicate in the box, if the whole site can be seen from the road or other public land *(please indicate)*

Yes

No

Is the site accessible? *(please indicate)*

Yes

No

7 – Freedom of Information Act

If you consider your enquiry to be confidential, please set out the reasons why, and for what period, any information in regard to the enquiry, needs to remain confidential.

Signed:

Date:

Please return the completed form to: -

Carlisle City Council, Economic Development, Planning Services, Development Control, 6th Floor - Civic Centre, Carlisle, CA3 8QG

If you would like any further information please contact an Enforcement Officer by telephone: - 01228 817175/817490 or email DC@carlisle.gov.uk