Site location plans

What information do I submit with my application?
**Introduction**
Most planning applications need to include a site location plan, also known as a location plan. This shows the proposal in its surroundings. The site location plan allows us to identify the extent of the land to which the planning application relates.

**Do I have to provide a site location plan?**
In most cases it is a minimum legal requirement that a planning application is accompanied by a site location plan. If your application needs a location plan but does not include one, we will not be able to consider it.

**What must my site location plan look like?**
Your site location plan must:

- Be drawn to metric scale at either 1:1250 (or 1:2500 in the case of larger or more remote sites)
- Show the direction of north
- Show sufficient roads and/or buildings to identify the application site
- Show the application site boundary and all land necessary to carry out the proposed development, such as land to access the site from the road, outlined in red
- Show any land in the applicant’s ownership but which is outside the application site boundary outlined in blue

**Can the National Park provide me with a site location plan?**
Because of copyright restrictions we are unable to provide you with a site location plan. There are a number of organisations and companies from which you can purchase a site location plan. We also often receive copies of land registry plans which applicants have in their property deeds.

**Can I use a map with a feet/inches scale?**
No. We will only accept site location plans in metric scale.

**Is a photocopy of a 1:25000 Ordnance Survey map acceptable?**
No. Ordinary recreational Ordnance Survey maps are not accurate enough. Photocopying an Ordnance Survey map is also a breach of copyright.

**Can you show me an example?**
Yes. The map opposite is an example of the type of map we expect. This map is to a metric scale, shows north, clearly identifies the site relative to other buildings, and shows other land in the applicant’s ownership.
A duty planning officer is available Monday to Friday between 9.30am and 12.30pm to talk to either by phone or in person at our Kendal offices. We also run planning surgeries in Keswick, Glenridding and Gosforth where you can meet an officer in person. Please see our website or call us for details of surgery times and locations.

Contact us

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