

DARTMOOR NATIONAL PARK AUTHORITY

DEVELOPMENT MANAGEMENT SITE INSPECTION PROCEDURE

These notes explain the purpose of Development Management site inspections by the Dartmoor National Park Authority Members and the procedure to be followed at them.

Reason for Site Inspection

Member Site Inspection Panels are used as one means of ensuring that Members have sufficient information about the site and proposal to reach a decision at a subsequent Development Management Committee meeting. They are used selectively as fact finding exercises to supplement officer's reports and presentations when the impact of the proposed development is difficult to visualise and the issues finely balanced. As information gathering exercises, they are not formal decision making meetings, though the panel may reach a view on the specific issues which needed clarification on site.

The decision to hold a site inspection is taken in Committee, resulting from a member request and the specific reason to hold such an inspection will be minuted.

Composition of Inspection Panel

All Members of the Development Management Committee have the right of attendance at site inspections, however there should be at least four and normally, no need for more than eight Members on the Inspection Panel. The Panel Chair will be decided at the Committee meeting where the decision to hold a site inspection was made.

Those invited to attend are:

- i) The applicant and agent (to respond to questions only);
- ii) Two representatives of the relevant District/Borough Council;
- iii) Consultees whose comments are pertinent to the planning issues under consideration (e.g., Highway Authority/ Environmental Health)
- iv) Two representatives of the relevant parish council(s) (one only to act as spokesperson).

Conduct of Site Inspection

The Site Inspection will proceed as follows:

- i) The Chairman will welcome those attending and explain the purpose and procedures of the site inspection, emphasising that no decision will be made on site and the application will be determined at a subsequent Committee meeting;
- ii) The planning officer will describe the application, and outline the relevant planning considerations and policies, paying particular attention to the specific issues that warranted the need for the site inspection, using plans if necessary;
- iii) Officers of invited consultees will present their advice and comments;
- iv) The applicant and/or agent to respond to any questions
- v) The views and comments of the Parish Council and then the District/Borough Council will be invited;
- vi) Any further comments and questions from Authority Members ;
- vii) The Chairman will close the site inspection, thank all parties for their attendance and inform them of the date and time of the Development Management Committee at which the application will be determined;
- viii) Site Inspection Panel Members to consider issues raised in the light of the Inspection and form a collective view to be included in the officer's report to the Development Management Committee.
- ix) Notes of the Site Inspection are taken on the day and will be included with the officer's report to the following Committee meeting.