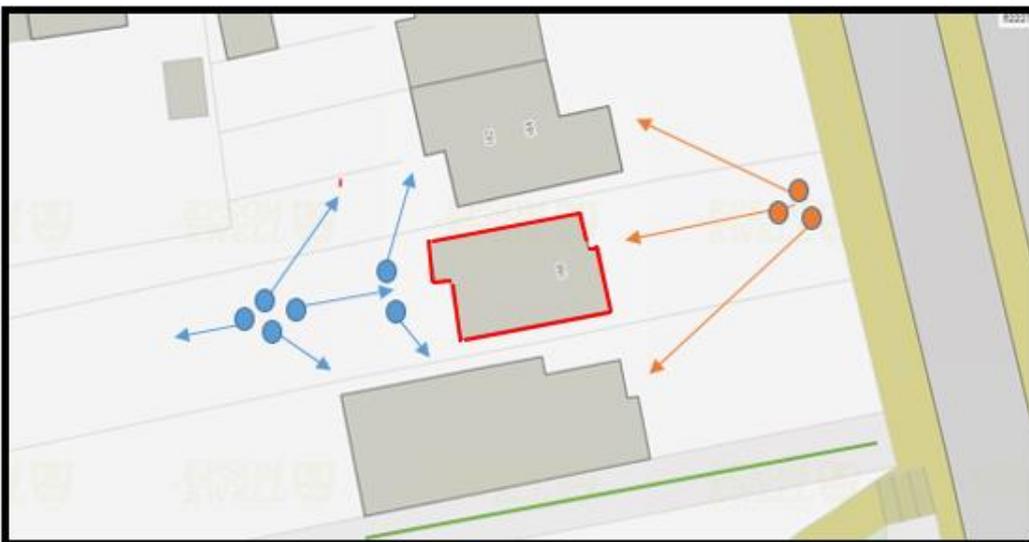

Site Visits: Planning Services

Update: 26 March 2020

Elmbridge Borough Council are committed to ensuring the safety of our staff and members of the public. We are currently having to adapt our working practices due to COVID-19 which is a type of coronavirus that can affect anyone, but particularly vulnerable groups and the elderly. We continue to carry out our planning services but have had to review some areas of work, in particular, site visits because of the potential for contact between people and the spread of the virus.

Following the most recent Government statement that people must stay at home unless they need food, for health reasons or for essential work, officers within the Planning Service will not undertake site visits for any type of planning application, pre-application enquiry or function within the planning service. We are requesting that every application is accompanied by site photographs, to be taken within the curtilage of the application site. These would be dependent on the nature of the proposal but should include photographs of:

- side windows at neighbouring properties
- the location of any proposed extension or alteration
- neighbouring properties including their extensions
- vantage points from raised platforms
- photographs from locations outside of the application site where the proposal is visible e.g. public footpaths or roads that pass a site. These are often corner plots or near corner plots. A green line marks a public footpath on the above map



Elmbridge
Borough Council

... bridging the communities ...

Should officers require additional photographs these will be requested during the course of the application and should be promptly returned by email.

Please note:

- **do not enter land without the permission of the owner**
- **do not take photographs of a site where it is unsafe, or you risk personal harm to do so**

The Government's response to the coronavirus (COVID-19) can be viewed at:

[gov.uk/coronavirus](https://www.gov.uk/coronavirus)

Thank you in advance for your co-operation and understanding.