

Mr Alex Yearsley  
JLL  
30 Warwick Street  
London  
W1B 5NH

Letter Printed 9 October 2020

**FOR DECISION DATED**  
29 September 2020

Dear Sir/Madam

**The Town and Country Planning Act 1990, (as amended)**  
**Decision Notice**

**Application:** 20/1499/FUL  
**Your ref:**  
**Our ref:** DC/FIS/20/1499/FUL/FUL  
**Applicant:** Hampton Hick Ltd  
**Agent:** Mr Alex Yearsley

**WHEREAS** in accordance with the provisions of the Town and Country Planning Act 1990 and the orders made thereunder, you have made an application received on **20 May 2020** and illustrated by plans for the permission of the Local Planning Authority to develop land situated at:

**Boundaries 1 St James's Road Hampton Hill Hampton**

for

**Demolition of existing buildings and the erection of a replacement building to contain 9no. flats (Use Class C3), with associated works including landscaping and parking.**

NOW THEREFORE WE THE MAYOR AND BURGESSES OF THE LONDON BOROUGH OF RICHMOND UPON THAMES acting by the Council of the said Borough, the Local Planning Authority HEREBY GIVE YOU NOTICE pursuant to the said Act and the Orders made thereunder that permission to develop the said land in accordance with the said application is hereby **GRANTED** subject to the conditions and informatives summarised and listed on the attached schedule.

Yours faithfully



Robert Angus

Head of Development Management

# SCHEDULE OF CONDITIONS AND INFORMATIVES FOR APPLICATION 20/1499/FUL

## APPLICANT NAME

Hampton Hick Ltd  
C/o Agent

## AGENT NAME

Mr Alex Yearsley  
30 Warwick Street  
London  
W1B 5NH

## SITE

Boundaries 1 St James's Road Hampton Hill Hampton

## PROPOSAL

Demolition of existing buildings and the erection of a replacement building to contain 9no. flats (Use Class C3), with associated works including landscaping and parking.

## SUMMARY OF CONDITIONS AND INFORMATIVES

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### CONDITIONS

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U0088259	Bat Survey
U0088258	Energy Reduction
U0088262	Details - Materials to be approved
U0088263	Approved drawings
U0088264	Ecological Enhancements
U0088265	Highways work
U0088266	Land Contamination
U0088267	Arboricultural Method Statement (AMS)
U0088269	Hard and Soft Landscaping Works
U0088270	Mixed green and brown biodiverse roof
DV51A	Water Consumption
DV30	Refuse storage
DV17A	Dustbin enclosure required
PK06A	Cycle parking
DV43C	Parking Permits Restriction - GRAMPIAN
DV49	Construction Method Statement
U0088272	Sample Panels of Brickwork
U0088273	Details at large scale
DS01A	Mobility housing
U0088274	Restricted Use of Roof
U0088275	Parking/EVCPs ~
U0088252	Excavations and CMS
U0088261	Development begun within 3 years

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### INFORMATIVES

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U0045551	Composite Informative
U0045552	NPPF APPROVAL - Para. 38-42
U0046062	S278 Agreement
IM13	Street numbering
IL13	Section 106 agreement
IL24	CIL liable

# DETAILED CONDITIONS AND INFORMATIVES

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## DETAILED CONDITIONS

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### **U0088259 Bat Survey**

Prior to the occupation of the development hereby approved the recommendations set out as per the Arbtech v1.2 Bat Emergence and re-entry Surveys dated 14th July 2020 shall be implemented in full and a compliance report shall be submitted to and approved in writing by the Local Planning Authority. Should construction works not commence before 1st July 2021 an updated Bat Roost Survey shall be submitted to and approved in writing by the Local Planning Authority.

Reason: To safeguard the ecology of the site.

### **U0088258 Energy Reduction**

The dwelling(s) hereby approved shall achieve a 35% reduction in Carbon dioxide emissions beyond Building Regulations requirements (2013).

Reason: In the interests of energy conservation in accordance with the Councils sustainability policies.

### **U0088262 Details - Materials to be approved**

The external surfaces of the building(s) (including fenestration) and, where applicable, all areas of hard surfacing shall not be constructed other than in materials details/samples of which shall be submitted to and approved in writing by the Local Planning Authority.

REASON: To ensure that the proposed development does not prejudice the appearance of the locality.

### **U0088263 Approved drawings**

The development hereby permitted shall be carried out in accordance with the following approved plans and documents, where applicable.

1808\_100, 1808\_101, 1808\_102, 1808\_103, 1808\_104, 1808\_105, 1808\_902, 1808\_903, 1808\_906 - Recd. 20/05/2020

1808\_901 Rev. Final, 1808\_904 Rev. Final, 1808\_905 Rev. Final, 1808\_907, 1808\_908, 1808\_909 Rev. A, 1808\_910 - Recd. 09/06/2020

REASON: To accord with the terms of the application, for the avoidance of doubt and in the interests of proper planning.

### **U0088264 Ecological Enhancements**

The Ecological Enhancements recommendation from the Arbtech v1.2 Preliminary Ecological Assessment dated 14th July 2020 shall be submitted to and agreed in writing by the Local Planning Authority prior to construction of the relevant part of the development and thereafter implemented in accordance with these details. For the avoidance of doubt these should include bat bricks/roof tiles (x2) and bird bricks (House sparrow x 2, swift x 2) within the development, a stag beetle loggery and hedgehog house within the vegetation and gaps in all fencing to allow continued movement of wildlife.

Reason: To enhance nature conservation interest and in order to comply with Policy LP15 of the adopted Local Plan 2018.

### **U0088265 Highways work**

Prior to the first occupation of the development, the highway works shown on Plan No. 901 Rev. Final, shall be completed to the satisfaction of the Local Planning Authority.

Reason: In the interest of pedestrian and Highways safety.

## **U0088266 Land Contamination**

1. No development shall take place until:
  - a) a desk study detailing the history of the site, hazardous materials, substances used together with details of a site investigation strategy based on the information revealed in the desk study has been submitted to and approved in writing by the Local Planning Authority;
  - b) an intrusive site investigation has been carried out comprising: sampling of soil, soil vapour, ground gas, surface water and groundwater to the satisfaction of the local planning authority. Such work to be carried out according to current U.K. requirements for sampling and testing.
  - c) written reports of:
    - i) the findings of the above site investigation and
    - ii) a risk assessment for sensitive receptors together with a detailed remediation strategy designed to mitigate the risk posed by the identified contamination to sensitive receptors have been submitted to and approved in writing by the Local Planning Authority.

Note: some demolition work, if required could be allowed beforehand for enabling the above requirement (1b) subject to the agreement of the Local Planning Authority.

2. The building hereby permitted shall not be occupied until:
  - a) any remediation works approved as part of the remediation strategy have been carried out in full and in compliance with the approved strategy. If during the remediation or development work new areas of contamination are encountered, which have not been previously identified, then the additional contamination should be fully assessed in accordance with part 1 (b, c) above of this condition and an adequate remediation scheme shall be submitted to and approved in writing by the Local Planning Authority and fully implemented thereafter;
  - b) a verification report, produced on completion of the remediation work, has been submitted to and approved in writing by the Local Planning Authority. Such report shall include
    - i) details of the remediation works carried out and
    - ii) results of verification sampling, testing and monitoring and iii) all waste management documentation showing the classification of waste, its treatment, movement and disposal in order to demonstrate compliance with the approved remediation strategy.

Reason In the interest of site and safety of future occupants.

## **U0088267 Arboricultural Method Statement (AMS)**

Prior to the commencement of development, an Arboricultural Method Statement (AMS), shall be submitted to and approved in writing by the Local Planning Authority. The AMS must:

1. Be written in accordance with and address sections 5.5, 6.1, 6.2, 6.3 and 7 of British Standard 5837:2012 Trees in relation to design, demolition and construction - recommendations
2. Be written in conjunction with the scheme's specific method of construction or construction logistics plan (where applicable)
3. Outline any tree constraints and explain any impacts for both above and below ground
4. Detail all tree protection (including plans)
5. Detail any root location investigations and associated special engineering for construction within the Root Protection Area
6. Detail any facilitation pruning that may be required. The specification for tying back and/or pruning must be measurable and prepared by a suitably qualified Arboriculturalist or Arboricultural Contractor. All tree work must be undertaken in

accordance with BS3998:2010 Tree work - Recommendations unless approved by the Councils Arboricultural Officer

7. Provide confirmation of the appointment of an Arboricultural Consultant for the duration of the development and a schedule of inspections to achieve an auditable monitoring and supervision programme, and a timetable for submission to the Local Planning Authority.

8. The development shall not be implemented other than in accordance with the approved AMS.

REASON: To ensure that the on and off-site trees are not damaged or otherwise adversely affected by building operations and soil compaction

#### **U0088269 Hard and Soft Landscaping Works**

(A) No development shall take place until full details of both hard and soft landscaping works have been submitted to and approved in writing by the local planning authority. These details shall include proposed finished levels or contours; means of enclosure; car parking layouts; hard surfacing materials.

(B) Soft landscape works shall include planting plans; written specifications (including cultivation and establishment); details of the quantity, density, size, species, position and proposed planting programme together with an indication of how they integrate with the proposal and surrounding streetscape in the long term with regard to their mature size and maintenance. All species\* [see ecological enhancements below] should be of native or non-native plants of known value for wildlife and include examples of seed/fruit bearing species, pollinator plants and those which attract night flying insects.

Reason: To ensure that the proposed development does not prejudice the appearance of the locality and to preserve and enhance nature conservation interests.

#### **U0088270 Mixed green and brown biodiverse roof**

A mixed green (Not Sedum) and brown biodiverse roof with substrate of varying depths across the roof plate (between 80 - 100mm depth) and a mix of planted and bare areas. Prior to commencement, full details of the biodiverse roof - including substrate type, species mix, depth and contouring of substrate, type of membrane, how levels of light, moisture, aeration and nutrients will be achieved, wildlife features and maintenance plan - shall be submitted to and agreed in writing by the Local Planning Authority and thereafter constructed in accordance with these details.

Reason: To ensure the biodiversity benefits of the roof.

#### **DV51A Water Consumption**

The dwelling(s) hereby approved shall not be occupied other than in accordance with the water consumption targets of 105 litres or less per person per day, and 5 litres or less per head per day for external water use.

Reason: In the interests of water efficiency in accordance with the Councils sustainability policies.

#### **DV30 Refuse storage**

No refuse or waste material of any description shall be left or stored anywhere on the site other than within a building or refuse enclosure.

REASON: To safeguard the appearance of the property and the amenities of the area.

#### **DV17A Dustbin enclosure required**

None of the buildings hereby approved shall be occupied until a dustbin enclosure has been provided in accordance with detailed drawings to be submitted to and approved in writing by the Local Planning Authority, such drawings to show the siting and design thereof.

REASON: To safeguard the appearance of the property and the amenities of the area.

### **PK06A Cycle parking**

No building/dwelling/part of the development shall be occupied until cycle parking facilities have been provided in accordance with detailed drawings to be submitted to and approved in writing by the Local Planning Authority, such drawings to show the position, design, materials and finishes thereof.

REASON: To accord with this Council's policy to discourage the use of the car wherever possible.

### **DV43C Parking Permits Restriction - GRAMPIAN**

Before the development hereby permitted begins a scheme shall be agreed in writing with the local planning authority and be put in place to ensure that, with the exception of disabled persons, no resident/commercial occupier of the development shall obtain a resident/commercial parking permit within any controlled parking zone which may be in force in the area at any time, nor a season ticket/enter into a contract to park in any car park controlled by the Council.

REASON: To ensure that the development does not generate an increased demand for on-street car parking to the detriment of the free flow of traffic, the conditions of general safety along the neighbouring highways, the amenity of the area and to accord with the Council's car parking policy and standards.

### **DV49 Construction Method Statement**

No development shall take place, including any works of demolition, until a Construction Management Statement (to include any demolition works) has been submitted to and approved in writing by the Local Planning Authority. The approved plan shall be adhered to throughout the construction period. The Statement shall provide for:

1. The size, number, routing and manoeuvring tracking of construction vehicles to and from the site, and holding areas for these on/off site;
2. Site layout plan showing manoeuvring tracks for vehicles accessing the site to allow these to turn and exit in forward gear;
3. Details and location of parking for site operatives and visitor vehicles (including measures taken to ensure satisfactory access and movement for existing occupiers of neighbouring properties during construction);
4. Details and location where plant and materials will be loaded and unloaded;
5. Details and location where plant and materials used in constructing the development will be stored, and the location of skips on the highway if required;
6. Details of any necessary suspension of pavement, roadspace, bus stops and/or parking bays;
7. Details where security hoardings (including decorative displays and facilities for public viewing) will be installed, and the maintenance of such;
8. Details of any wheel washing facilities;
9. Details of a scheme for recycling/disposing of waste resulting from demolition and construction works (including excavation, location and emptying of skips);
10. Details of measures that will be applied to control the emission of noise, vibration and dust including working hours. This should follow Best Practice detailed within BS5288:2009 Code of Practice for Noise and Vibration Control on Construction and Open Sites;
11. Details of any highway licenses and traffic orders that may be required (such as for licences for any structures / materials on the highway or pavement; or suspensions to allow the routing of construction vehicles to the site);
12. Details of the phasing programming and timing of works;
13. Where applicable, the Construction Management Statement should be written in conjunction with the Arboricultural Method Statement, and in accordance with British Standard BS5837:2012 'Trees in relation to design, demolition and construction - recommendations', in particular section 5.5, 6.1, 6.2, 6.3 and 7;
14. A construction programme including a 24 hour emergency contact number;
15. See also TfL guidance on Construction Logistics Plans.

REASON: In the interests of highway and pedestrian safety together with the amenity of the area.

**U0088272 Sample Panels of Brickwork**

Sample panels of facing brickwork showing the proposed colour, texture, face-bond and pointing shall be provided on site and approved by the Local Planning Authority before the relevant parts of the works are commenced and the sample panels shall be retained on site until the work is completed and has been approved.

REASON: To ensure that the proposed development is in keeping with the existing building(s) and does not prejudice the appearance of the locality.

**U0088273 Details at large scale**

The development shall not be carried out other than in accordance with large-scale detailed drawings which shall be submitted to and approved in writing by the Local Planning Authority, such details to show entrance lobby, privacy screens, railings/fencing, fenestration, reveals, soffits and cills.

REASON: To ensure that the proposed development is in keeping with the existing building(s) and does not prejudice the appearance of the locality.

**DS01A Mobility housing**

Any housing accommodation at ground floor level or other levels where there is lift access shall be built to conform to the Council's mobility standards as referred to in the Unitary Development Plan and any alterations to the proposal required to comply with those standards shall be carried out in accordance with details to be submitted to and approved by the Local Planning Authority.

REASON: To ensure that the majority of new housing is designed for maximum access and mobility, and potential adaptation for the disabled.

**U0088274 Restricted Use of Roof**

The roof of the building shall not be used for any purpose other than as a means of escape in emergency or for maintenance of the building unless otherwise annotated as a roof terrace on the approved drawings.

REASON: To safeguard the amenities of the adjoining premises and the area generally

**U0088275 Parking/EVCPs ~**

No building/dwelling/part of the development shall be occupied until the five parking spaces, including one disabled space, indicated on Drawing No. 1808 901 Rev Final (1) has been constructed to the satisfaction of the Local Planning Authority and shall at no time be used other than by occupiers/callers to the premises and for no other purpose. Electric vehicle charging points (active) shall be provided to 2 spaces.

REASON: To ensure that the proposed development does not prejudice the free flow of traffic, the conditions of general safety along the neighbouring highway or the amenities of the area.

**U0088252 Excavations and CMS**

Any excavations that need to be left overnight should be covered or fitted with mammal ramps to ensure that any animals that enter can safely escape. Any open pipework with an outside diameter of greater than 120 mm must be covered at the end of each workday to prevent animals entering/becoming trapped.

All rubbish and spoil to be removed by hand around boundary vegetation in case any wildlife (e.g. hedgehogs) is found. Should wildlife be found, works shall stop while advice is sought by the applicant from the Council's ecologist.

Reason: To prevent harm to terrestrial mammals and protect existing biodiversity.



## **U0088261 Development begun within 3 years**

The development to which this permission relates must be begun not later than the expiration of three years beginning with the date of this permission.

REASON: To conform with the requirements of Section 91 of the Town and Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

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### **DETAILED INFORMATIVES**

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#### **U0045551 Composite Informative**

##### **Reason for granting:**

The proposal has been considered in the light of the Development Plan, comments from statutory consultees and third parties (where relevant) and compliance with Supplementary Planning Guidance as appropriate. It has been concluded that there is not a demonstrable harm to interests of acknowledged importance caused by the development that justifies withholding planning permission.

##### **Principal Policies:**

Where relevant, the following have been taken into account in the consideration of this proposal:-

- LP1 Local Character and Design Quality
- LP3 Designated Heritage Assets
- LP4 Non-Designated Heritage Assets
- LP8 Amenities and Living Conditions
- LP13 Green Belt, Metropolitan Open Land and Local Green Space
- LP16 Trees, Woodlands and Landscape
- LP22 Sustainable Design and Construction
- LP24 Waste Management
- LP34 New Housing
- LP35 Housing Mix and Standards
- LP36 Affordable Housing
- LP38 Loss of Housing
- LP39 Infill, Backland and Backgarden Development
- LP44 Sustainable Travel Choices
- LP45 Parking standards and servicing

##### Supplementary Planning Documents (SPD)/Guidance (SPG):

- Design Quality (2006)
- Small and Medium Housing Sites (2006)
- Front Garden and Other Off-Street Parking Standards (2010)
- Refuse and Recycling Storage Requirements (2015)
- Sustainable Construction Checklist (2016)
- Character Area Village Planning - Hampton Hill (2017)
- Affordable Housing (2014)
- Residential Development Standards (2010) incorporating the Nationally Described Space Standards
- Development Control for Noise Generating and Noise Sensitive Development (2018)

##### **Building Regulations:**

The applicant is advised that the erection of new buildings or alterations to existing buildings should comply with the Building Regulations. This permission is NOT a consent under the Building Regulations for which a separate application should be made. For application forms and advice please contact the Building Control department, 2nd floor, Civic Centre, 44 York Street, Twickenham, TW1 3BZ. (Tel: 020 8891 1411). If you alter your proposals in any way, including to comply with the Building Regulations, a further planning application may be required. If you wish to deviate in any way from the proposals shown on the approved drawings you should contact the

Development Management department, 2nd floor, Civic Centre, 44 York Street, Twickenham, TW1 3BZ. (Tel: 020 8891 1411).

**Damage to the public highway:**

Care should be taken to ensure that no damage is caused to the public highway adjacent to the site during demolition and (or) construction. The Council will seek to recover any expenses incurred in repairing or making good such damage from the owner of the land in question or the person causing or responsible for the damage.

BEFORE ANY WORK COMMENCES you MUST contact the London Borough of Richmond upon Thames, 44 York Street, Twickenham TW1 3BZ, Telephone 020 8891 1411 to arrange a pre-commencement photographic survey of the public highways adjacent to and within the vicinity of the site. The precondition survey will ensure you are not charged for any damage which existed prior to commencement of your works.

If you fail to contact us to arrange a pre commencement survey then it will be assumed that any damage to the highway was caused by your activities and you will be charged the full cost of repair.

Once the site works are completed you need to contact us again to arrange for a post construction inspection to be carried out. If there is no further damage then the case will be closed. If damage or further damage is found to have occurred then you will be asked to pay for repairs to be carried out.

**Noise control - Building sites:**

The attention of the applicant is drawn to the requirements of Section 60 of the Control of Pollution Act 1974 in respect of the minimisation of noise and vibration on construction and demolition sites. Application, under section 61 of the Act for prior consent to the works, can be made to the Environmental Health department.

Under the Act the Council has certain powers to control noise from construction sites. Typically the council will limit the times during which sites are permitted to make noise that their neighbours can hear.

For general construction works the Council usually imposes (when necessary) the following limits on noisy works:-

Monday to Friday 8am to 6pm

Saturdays 8am to 1pm

Sundays and Public Holidays - No noisy activities allowed

Applicants should also be aware of the guidance contained in British Standard 5228:2009 - Noise and vibration control on construction and open sites.

Any enquiries for further information should be made to the Commercial Environmental Health Team, 2nd Floor Civic Centre, 44 York Street, Twickenham TW1 3AB.

**U0045552 NPPF APPROVAL - Para. 38-42**

In accordance with paragraphs 38-42 of the National Planning Policy Framework, Richmond upon Thames Borough Council takes a positive and proactive approach to the delivery of sustainable development, by:

- o Providing a formal pre-application service
- o Providing written policies and guidance, all of which is available to view on the Council's website
- o Where appropriate, negotiating amendments to secure a positive decision
- o Determining applications in a timely manner.

In this instance:

- o The application was amended following negotiations with the Council to ensure the scheme complied with adopted policy and guidance, and a decision was made without delay.

## **U0046062 S278 Agreement**

The applicant's attention is drawn to the need to submit drawings to Traffic and Transport, London Borough of Richmond upon Thames, 44 York Street, Twickenham TW1 3BZ for the purposes of Section 278 of the Highways Act 1980 and complete the works below prior to the first occupation of the site having received the technical approval of the works by the Local Highway Authority:

- o The widening and resurfacing of the existing vehicular cross-over and shared space access to the site from the western side of St. James' Road.

### **IM13 Street numbering**

If you wish to name or number a new development, sub-divide an existing property, or change the name or number(s) of an existing property or development, you will need to apply to the London Borough of Richmond Upon Thames. Further details of this process, fees, and the necessary information and forms that need to be submitted can be found on the Council's website

[http://www.richmond.gov.uk/street\\_numbering\\_and\\_naming](http://www.richmond.gov.uk/street_numbering_and_naming). Alternately you may contact Peter Cridland, Address Management Manager (020 8891 7889 [peter.cridland@richmond.gov.uk](mailto:peter.cridland@richmond.gov.uk)).

### **IL13 Section 106 agreement**

This planning permission has a Section 106 Agreement which must be read in conjunction with it.

### **IL24 CIL liable**

The applicant is advised that this permission results in a chargeable scheme under the Borough's and the Mayor of London's Community Infrastructure Levy.

END OF SCHEDULE OF CONDITIONS AND INFORMATIVES FOR APPLICATION  
20/1499/FUL

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# **FUL Applications**

## **Making an Appeal – Summary Guidance**

### **Whether to appeal**

If the Local Planning Authority (LPA) turn down your application, you should look carefully at the reasons why they turned it down before you make an appeal. You should speak to the LPA to see if you can sort out the problem - perhaps by changing your proposal. An appeal should only ever be a last resort.

### **Type of appeal:**

Planning Application

### **Appeal time:**

Within six months of the date of the council's decision letter.

### **Who can appeal?**

The applicant or their agent may lodge an appeal.

### **The right of appeal:**

You can appeal against the council's decision:

- If you applied to the Local Planning Authority and they:
  - Refused permission;
  - Gave permission but with conditions you think are inappropriate;
  - Haven't approved the details of a scheme which they or the Secretary of State have already given outline planning permission for or;
  - Have approved the details of a scheme but with conditions you think are inappropriate or unreasonable.
  
- If the LPA rejected a proposal arising from a condition or limitation on a planning permission.
- If the LPA don't decide your application within the time allowed. Normally the time allowed is eight weeks from when they accept your application.
- If the LPA told you they needed more information before they could decide your outline planning application, but you do not want to supply this.

You will make your appeal to the Department for Communities and Local Government of which the Planning Inspectorate is a part. Most are decided by specialist officers in the Planning Inspectorate. Only the person or business applying for consent to display an advertisement may appeal. If the council issues a discontinuance notice, only those on whom the notice is served may appeal.

### **The appeal process:**

Appeals must be made

- Online at [www.planninginspectorate.gov.uk](http://www.planninginspectorate.gov.uk), or
- Initial Appeals, The Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN.

It will be expected that all appeal documentation will be submitted electronically.

The process is fully documented on the website of the Planning Inspectorate [www.planninginspectorate.gov.uk](http://www.planninginspectorate.gov.uk), however in summary there are three main types of appeal:

#### **Written procedure:**

Written evidence is considered from the applicant/agent/business and the council. The council will send copies of any letters of objection or support they received when considering your application. Within six weeks of the Inspectorate receiving your appeal forms the council will send a copy of their statement to the Inspectorate. You must make any comment on these within three weeks.

#### **Hearing procedure:**

Hearings allow you and the council to exchange views and discuss your appeal. Before the hearing the council will send a copy of their statement to you and the Inspectorate. You can comment on their statement in writing otherwise the Inspectorate will treat the reasons given in your appeal form as the basis of your case for discussion.

Hearings are usually held in council offices. The Inspector leads the discussion and invites the people involved to put their points across. The Inspector will visit the site unaccompanied before the hearing and will make a further accompanied visit as part of the hearing.

**Inquiry procedure:**

Inquiries are normally for large-scale applications. A public inquiry is a formal procedure in which both parties have legal representation.

**Making your views known on someone else's appeal:**

The LPA will notify anyone who took part in the consultations when you first applied for permission that you are appealing. For appeals decided by hearing or inquiry the LPA will tell interested people when and where this will be and let them know that they can attend. The Inspectorate will also take account of the views of certain groups who have a right to comment, for example, owners of a site, local amenity groups and so on.

**Costs:**

Normally you and the council will pay for your own expenses in an appeal. You can only claim costs when you can show that the council have behaved in an unreasonable way causing unnecessary expense.

**Who to contact?**

The Planning Inspectorate

Website [www.planninginspectorate.gov.uk](http://www.planninginspectorate.gov.uk)

Email [enquiries@pins.gsi.gov.uk](mailto:enquiries@pins.gsi.gov.uk)

Telephone 0303 444 5000

Write to Initial Appeals, The Planning Inspectorate, Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN

London Borough of Richmond upon Thames

Website [www.richmond.gov.uk/planning](http://www.richmond.gov.uk/planning)

Email [planningappeals@richmond.gov.uk](mailto:planningappeals@richmond.gov.uk)

Telephone 020 8891 1411 for advice

Write to The Appeals Officer, Development Control, Civic Centre, 44 York Street, Twickenham TW1 3BZ