

Kelly Anthony
Fuller Long Limited
1 Waverly Lane
Farnham
GU98BB

Letter Printed 9 February 2022

FOR DECISION DATED
9 February 2022

Dear Sir/Madam

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

Application: 21/4299/VRC
Your ref: Land to the north east of Sim...
Our ref: DC/TFA/21/4299/VRC/VRC
Applicant: Richmond Housing Partnership
Agent: Kelly Anthony

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 **15 December 2021** and illustrated by plans for the permission of the Local Planning Authority to vary condition(s) of the Planning Permission for land situated at:

Land To The Northeast Of Simpson Road Whitton

for

Variation of condition U0078899 (Approved Documents and Drawings) of planning permission: 19/2765/FUL dated 18.03.2020. Amendments are sought to the proposed photovoltaic (PV) panels involving relocation of the panels on houses 1 to 4 (the 'Ilke' homes units) from the front to the rear elevation of the houses.

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

A handwritten signature in black ink, appearing to read 'R. Angus', with a long horizontal flourish extending to the right.

Robert Angus
Head of Development Management

SCHEDULE OF CONDITIONS AND INFORMATIVES FOR APPLICATION 21/4299/VRC

APPLICANT NAME

Richmond Housing Partnership
c/o Agent
c/o Agent
c/o Agent
c/o Agent

AGENT NAME

Kelly Anthony
1 Waverly Lane
Farnham
GU98BB

SITE

Land To The Northeast Of Simpson Road Whitton

PROPOSAL

Variation of condition U0078899 (Approved Documents and Drawings) of planning permission: 19/2765/FUL dated 18.03.2020. Amendments are sought to the proposed photovoltaic (PV) panels involving relocation of the panels on houses 1 to 4 (the 'Ilke' homes units) from the front to the rear elevation of the houses.

SUMMARY OF CONDITIONS AND INFORMATIVES

CONDITIONS

BD12	Details - Materials to be approved
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DV28	External illumination
DV49	Construction Method Statement
DV50A	Energy Reduction
DV51A	Water Consumption
DV52A	Building Regulation M4(2)
PK06A	Cycle parking
LT09A	Hard and Soft Landscaping Required
U0119698	Tree Planting Scheme Required
U0119699	Grampian - Parking Permits
U0119700	Construction Ecological Management Plan
U0119701	Ecological Enhancements
U0119702	Highway Sight Lines
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U0119704	Sustainable Urban Drainage Strategy
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U0058072	Discharged conditions
IL29	Construction Management Statement
IL13	Section 106 agreement
IH03C	Vehicular Crossover
IL24	CIL liable

DETAILED CONDITIONS AND INFORMATIVES

DETAILED CONDITIONS

BD12 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.

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.

DV28 External illumination

Any external illumination of the premises shall not be carried out except in accordance with details giving the method and intensity of any such external illumination which shall be submitted to and approved in writing by the Local Planning Authority prior to the occupation of any part of the buildings.

REASON: To protect/safeguard the amenities of the locality.

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.

DV50A 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.

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.

DV52A Building Regulation M4(2)

The development hereby approved shall not be constructed other than in accordance with Building Regulation M4(2).

Reason: In the interest of inclusive access in accordance with Council's policy to ensure homes meet diverse and changing needs.

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.

LT09A Hard and Soft Landscaping Required

(A) No part of the development shall be occupied 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; other vehicle and pedestrian access and circulation areas; hard surfacing materials; minor artifacts and structures (e.g. furniture, play equipment, refuse or other storage units, signs, lighting etc.); proposed and existing utility services above and below ground (e.g. drainage, power, communications cables, pipelines etc, indicating lines, manholes, supports etc.); retained historic landscape features and proposals for restoration, where relevant; a program or timetable of the proposed works.

(B) Soft landscape works shall include planting plans; written specifications (including cultivation and other operations associated with plant and grass establishment); detailing the quantity, density, size, species, position and the proposed time or programme of planting of all shrubs, hedges, grasses etc., together with an indication of how they integrate with the proposal in the long term with regard to their mature size and anticipated routine maintenance. All tree, shrub and hedge planting included within that specification shall be carried out in accordance with BS 3936:1986 (Parts 1, 1992, Nursery Stock, Specification for trees and shrubs, and 4, 1984, Specification for forest trees); BS 4043: 1989, Transplanting root-balled trees; and BS 4428:1989, Code of practice for general landscape operations (excluding hard surfaces).

(C) All hard and soft landscape works shall be carried out in accordance with the approved details and in any event prior to the occupation of any part of the development.

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

U0119698 Tree Planting Scheme Required

1. Prior to the occupation of the development hereby approved, a tree planting scheme shall be submitted to and approved in writing by the local planning authority. This scheme shall be written in accordance with the British Standard 5837:2012 Trees in relation to design, demolition and construction - Recommendations (sections 5.6) and BS 8545:2014 Trees: from nursery to independence in the landscape.

Recommendations, and include:

- A) Details of the quantity, size, species, and position,
- B) Details of below ground rooting environment provided including cellular soil system (ideally in cross sectional scale drawing)
- C) Details of the soils incorporated into the cellular system including volume (and calculations utilising best practice) and soil grade
- D) Planting methodology
- E) Proposed time of planting (season)
- F) 5 year maintenance and management programme.

2. If within a period of 5 years from the date of planting that tree or any tree planted in replacement for it, is removed, uprooted, destroyed or dies (or becomes in the opinion of the local planning authority seriously damaged) then the tree shall be replaced to reflect the specification of the approved planting scheme in the next available planting season or in accordance with a timetable agreed in writing with the local planning authority.

REASON: To safeguard the appearance of the locality and provide a sustainable growing medium for new trees to establish and grow.

U0119699 Grampian - Parking Permits

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.

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 Councils car parking policy and standards.

U0119700 Construction Ecological Management Plan

No development shall take place, including any works of demolition, until a Construction Ecological Management Plan (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:

- o Protection of existing vegetation, location of material storage and welfare facilities.
- o Hedgehog/mammal holes within connecting fences and to the wider landscape.
- o Management and Maintenance Plan for the ecological corridor and responsible body.

Reason: To conserve ecological interests throughout the construction process.

U0119701 Ecological Enhancements

Prior to the commencement of occupation of the development hereby approved, written details of ecological enhancements shall be submitted to and agreed in writing by the Local Planning Authority and thereafter implemented in accordance with these details prior to the first occupation of the development. This should include bird and bat boxes within the fabric of the building, stag beetle loggeries and pollinator planting. The details for each aspect should include specific location, specific product/dimensions and construction method (including proposed aspect and height) and proposed maintenance.

Reason: To enhance nature conservation interests.

U0119702 Highway Sight Lines

Notwithstanding the provisions of the Town and Country Planning (General Permitted Development) (England) Order 2015 (or any Order revoking or re-enacting that Order), no wall, fence, hedge or other obstruction to visibility within any part of the areas defined hereunder which is under the control of applicant shall at any time exceed a height of 0.6m above ground level, as agreed by the Local Planning Authority: one area on each side of the proposed access, defined by:

- i. The highway boundary.
- ii. The edge of the proposed vehicular access.
- iii. A line joining a point 2.4m from the intersection of the highway boundary, with a point 2.1m from that intersection measured along the edge of the proposed access.

REASON: To provide a suitable standard of visibility and to prevent obstruction to the view of persons and traffic using any road so that the free flow of traffic or the conditions of general safety on neighbouring highways will not be prejudiced.

U0119703 Details of PV Panels

The development shall not be carried out other than in accordance with detailed drawings to a scale of not less than 1:50; which shall be submitted to and approved in writing by the Local Planning Authority, to show details of photovoltaic panels including siting, design and appearance, height above roof slope and manufacturer's specification.

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

U0119704 Sustainable Urban Drainage Strategy

Prior to the commencement of development (excluding demolition), a Sustainable Drainage Strategy, including infrastructure, operation and maintenance shall be submitted to and approved in writing by the Local Planning Authority, which demonstrates green run off rates are achieved. Prior to the occupation of the development, the approved scheme shall be fully implemented and not operated other than in accordance with the approved scheme.

REASON: To ensure a sustainable drainage system is implemented and that sufficient capacity is made available to cope with the new development and to avoid adverse environmental impacts upon the local environment.

U0119705 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:

- (A) 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
- (B) Be written in conjunction with the schemes specific method of construction (where applicable)
- (C) Outline any tree constraints, and explain any impacts for both above and below ground.

- (D) Detail all tree protection (including plans)
- (F) 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
- (G) Provide confirmation of the appointment of an Arboricultural Consultant for the duration of the development and a schedule of inspections too achieves an auditable monitoring and supervision programme, and a timetable for submission to the Local Planning Authority.

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

REASON: To ensure that the tree are not damaged or otherwise adversely affected by building operations and soil compaction.

U0119706 Approved Documents and Drawings

Reports:

Arboricultural Impact Assessment, dated 18 December 2019
Preliminary Ecological Appraisal, dated 4 December 2019
Design & Access Statement rev P04, dated August 2019
SUDS report, dated 18 December 2019
Transport Assessment, dated 9 September 2019
Transport Statement Addendum, dated 6 December 2019
Energy Assessment Report, dated 26 July 2019
Sustainability Checklist, received 9 September 2019

Plans:

Proposed Block Plan Level 00 (RHP02-MAA-XX-DR-A-01011 P10); received 2 January 2020.
Proposed Block Plan Level 01 (RHP02-MAA-XX-DR-A-01102 P04); received 2 January 2020.
Proposed Block Plan Level 02 (RHP02-MAA-XX-DR-A-01103 P05); received 15 December 2021.
Proposed Block Plan Roof Level (RHP02-MAA-XX-DR-A-01104 P05); received 15 December 2021.
Proposed Plans: Ground Floor Plan House 1 & 2 (RHP02-MAA-XX-DR-A-02001 P06); received 2 January 2020.
Proposed Plans: House 1 & 2 First, Second and Roof Plans (RHP02-MAA-XX-DR-A-02002 P05); received 15 December 2021.
Proposed Plans: Ground Floor Plan Houses 3 & 4 (RHP02-MAA-XX-DR-A-02003 P05); received 9 September 2019.
Proposed Plans: Houses 3 & 4 First Floor, Second Floor & Roof Plans (RHP02-MAA-XX-DR-A-02004 P05); received 15 December 2021.
Proposed Plans: Ground Floor Plan Houses 5 - 9 (RHP02-MAA-XX-DR-A-02005 P05); received 9 September 2019.
Proposed Plans: First Floor & Roof Plan Houses 5 - 9 (RHP02-MAA-XX-DR-A-02006 P04); received 9 September 2019.
Proposed Site Elevations 01 & 02 (RHP02-MAA-XX-DR-A-01401 P05); received 15 December 2021.
Proposed Elevations: Houses 1 & 2 (RHP02-MAA-XX-DR-A-04001-P05); received 15 December 2021.
Proposed Elevations: Houses 3 & 4 (RHP02-MAA-XX-DR-A-04002 P04); received 15 December 2021.
Proposed Elevations: Houses 5 - 10 (RHP02-MAA-XX-DR-A-04003 P04); received 2 January 2020.
Proposed Elevations: Houses 5 - 10 (RHP02-MAA-XX-DR-A-04004 P04); received 2 January 2020.
Tree Protection Plan (190511/02 C); received 2 January 2019.
Landscape GA Plan (L-101 P01); received 27 January 2020.
Hardworks & Softworks Plan (L-200 P01); received 2 January 2019

U0119697 Time limit

The development to which this permission relates must be begun not later than the expiration of three years beginning with the date of planning permission 19/2765/FUL.
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.

DETAILED INFORMATIVES

U0058069 NMA's

This approval is to be read in conjunction with the previously approved NMA applications and their associated drawing amendments, as outlined below:

19/2765/NMA1 - Non-material amendment to planning permission 19/2765/FUL for fenestration alterations to House 9, internal layout changes to House 9, overall reduction in building height across all dwellinghouses by approximately 300mm and bin store changes - Application Granted 15/09/2021

19/2765/NMA - Non material amendment to planning permission 19/2765/FUL to allow proposed windows to be cream uPVC casement windows in place of timber or aluminium - Application Granted 27/11/2020

U0058070 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: The application was considered acceptable as submitted, and a decision was made without delay.

U0058071 Composite Informative

Principal Policies:

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

National Planning Policy Framework - NPPF

London Plan (2021):

- o D1 London's form and characteristics
- o D2 Delivering Good Design
- o D3 Inclusive Design
- o D4 Housing Quality and Standards
- o D5 Accessible Housing
- o D6 Optimising Housing Density
- o D12 Fire Safety
- o G1 Green Infrastructure
- o G2 London's Green Belt
- o G4 Local green space and open space
- o G6 Biodiversity and access to nature
- o G7 Trees and woodlands
- o H1 Increasing housing supply
- o H7 Affordable housing tenure
- o H12 Housing Size Mix

- o H13 Build to Rent
- o S1 Improving air quality
- o S2 Minimising greenhouse gas emissions
- o S3 Energy Infrastructure
- o S5 Water Infrastructure
- o S12 Flood risk management
- o S13 Sustainable drainage
- o T1 Strategic approach to transport
- o T2 Healthy streets
- o T3 Transport capacity, connectivity and safeguarding
- o T4 Assessing and mitigating transport impacts
- o T5 Cycling
- o T6 Car parking

London Borough of Richmond upon Thames Local Plan (2018):

- o LP 1 (Local Character and Design Quality)
- o LP 2 (Building Heights)
- o LP 8 (Amenity and Living Conditions)
- o LP 10 (Local Environmental Impacts, Pollution and Land Contamination)
- o LP 12 (Green Infrastructure)
- o LP 13 (Green Belt, Metropolitan Open Land and Local Green Space)
- o LP 15 (Biodiversity)
- o LP 16 (Trees, Woodlands and Landscape)
- o LP 20 (Climate Change Adaptation)
- o LP 21 (Flood Risk and Sustainable Drainage)
- o LP 22 (Sustainable Design and Construction)
- o LP 24 (Waste management)
- o LP 26 (Retail Frontages)
- o LP 34 (New Housing)
- o LP 35 (Housing Mix and Standards)
- o LP 36 (Affordable Housing)
- o LP 38 (Loss of Housing)
- o LP 39 (Infill, Backland and Backgarden Development)
- o LP 40 (Employment and Local Economy)
- o LP 44 (Sustainable Travel Choices)
- o LP 45 (Parking Standards and Servicing)

Supplementary Planning Documents / Guidance:

- o Design Quality (2006)
- o Small and Medium Housing Sites (2006)
- o Front Garden and Other Off-Street Parking Standards (2010)
- o Refuse and Recycling Storage Requirements (2015)
- o Sustainable Construction Checklist (2016)
- o Affordable Housing (2014)
- o Residential Development Standards (2010) incorporating the Nationally Described Space Standards
- o Village Planning Guidance SPD

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.

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 Section of the Street Scene 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 Control 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.

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. Alternately you may contact Peter Cridland, Address Management Manager (020 8891 7889 peter.cridland@richmond.gov.uk).

U0058072 Discharged conditions

For the avoidance of doubt the following conditions requiring discharge have been complied with and require no further submission;

Condition U0078897 - Sustainable Urban Drainage Strategy
(As approved by 19/2765/DD01)

Conditions U0078894 - Construction Ecological Management Plan, DV49 - Construction Method Statement, and U0078898 - Arboricultural Method Statement
(As approved by 19/2765/DD02)

Condition U0078900 - Grampian-Parking Permits.
(As approved by 19/2765/DD03)

However, it is noted that the waste/refuse and cycle parking conditions will need to be discharged again as the details have changed under the current application.

IL29 Construction Management Statement

The applicants are advised that when drafting the Construction Management Statement, as secured via condition, each 'point' of the condition should form a sub-heading in the Statement. Where a point is not applicable please state this, with justification.

IL13 Section 106 agreement

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

IH03C Vehicular Crossover

The permission hereby granted shall not be construed as authority to carry out works on the publicly maintained highway. The applicant is advised that all such works must be carried out by the Council's own appointed contractor following approval from Highways Management Group, London Borough of Richmond upon Thames, 44 York Street, Twickenham TW1 3BZ or highwaysandtransport@richmond.gov.uk.

Further details and application forms can be obtained from the Civic Centre by telephoning 020 8891 1411 or online http://www.richmond.gov.uk/dropped_kerbs . Application forms must be accompanied by a copy of the planning consent to which the application relates and the relevant part of the approved drawing. The cost of these highway works will be charged to the applicant.

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
21/4299/VRC

VRC 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, 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, 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

Email 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

Email 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