

Environment Directorate / Development Management

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Mr Nicholas Cooper
NFC Homes Limited
78 Pall Mall
London
SW1Y 5ES

Letter Printed 12 August 2022

FOR DECISION DATED
12 August 2022

Dear Sir

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

Application: 21/3140/FUL
Your ref: Demolition of 3 houses and th...
Our ref: DC/WTY/21/3140/FUL/FUL
Applicant: Mr Nicholas Cooper
Agent:

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 **6 September 2021** and illustrated by plans for the permission of the Local Planning Authority to develop land situated at:

38 - 42 Vincam Close Twickenham

for

Demolition of 3 houses and construction of 8 new houses at 38 to 42 Vincam close

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 21/3140/FUL

APPLICANT NAME

Mr Nicholas Cooper
78 Pall Mall
London
SW1Y 5ES

AGENT NAME

SITE

38 - 42 Vincam Close Twickenham

PROPOSAL

Demolition of 3 houses and construction of 8 new houses at 38 to 42 Vincam close

SUMMARY OF CONDITIONS AND INFORMATIVES

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INFORMATIVES

U0067110	Composite Informative
U0067113	Street Numbering
U0067112	CIL liable
U0067111	NPPF Approval

DETAILED CONDITIONS AND INFORMATIVES

DETAILED CONDITIONS

U0134897 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 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.

U0134898 Approved Plans

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

Location and Block Plan 952/LOC Rev A

952/2 Rev A

952/3 Rev A

952/4 Rev A

All received 6 September 2021

952/1 Rev B

SLD-HG_EX1 Rev A

SLD-HG_LP1 Rev A

All received 24 Jan 2022

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

U0134899 CMS compliance

The development shall be carried out in accordance with the details set out in the Construction Method Statement by NRG Consulting dated August 2021, received by the Local Planning Authority on 6th September 2021.

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

U0134900 Grampian highway works

Prior to commencement of the development hereby approved, details of highway works shall be submitted to and approved in writing by the Local Planning Authority. Details shall include the reconstruction of the footway on the western and northern edges of the existing turning head at the western end of Vincam Close so that the existing block paving is replaced with tarmac surfacing and a granite kerb edge with a 25mm upstand. The development shall not be occupied until those works have been completed in accordance with the local planning authority's approval and have been certified in writing as complete by the local highway authority on behalf of the local planning authority.

Reason: to provide safe and suitable access to the development for motorists in accordance with Para. 110b of the National Planning Policy Framework.

U0134901 Hard and Soft Landscaping

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 artefacts 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.

U0134902 Landscape maintenance

Prior to the occupation of the development hereby approved, a schedule of landscape maintenance for a minimum period of 5 years from the date of completion of the landscaping scheme shall be submitted to and approved in writing by the local planning authority. The schedule shall include details of the arrangements for its implementation and shall be implemented as approved from the date of completion of the landscaping scheme as 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.

U0134903 Materials

Prior to the commencement of development, details of the materials/samples to be used in the construction of the external surfaces of the buildings (including fenestration) and all areas of hardsurfacing shall be submitted to and approved in writing by the Local Planning Authority. Development shall be carried out in accordance with the approved details.

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

U0134904 Fenestration

Prior to the construction/installation of the relevant element of the development, details of the glazing, soffits, balconies, screens, balustrading, rainwater goods, reveals, doorways, fascias shall be submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details.

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

U0134905 Energy Report

The dwellings hereby approved shall achieve at least 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.

U0134906 Water consumption

The dwellings 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.

U0134907 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.

U0134908 Refuse details

Prior to any occupation of the development hereby permitted, details of the storage and disposal of refuse/waste shall be submitted to and approved in writing by the local planning authority. The development shall be carried out in accordance with the approved storage and disposal of refuse/waste details and shall be retained for the lifetime of the development.

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

U0134909 Boundary treatments

A plan indicating the positions, design, materials and type of boundary treatment to be erected shall be submitted to and approved in writing by the local planning authority. The boundary treatment shall be put in place prior to any occupation of the development hereby permitted. The development shall be carried out in accordance with the approved boundary treatment.

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

U0134910 Bat survey and mitigation

The development hereby permitted shall be carried out in accordance with all recommendations in section 7 of the Microbee environmental Bat Emergence Survey dated May 2022 to be implemented in full. Should works not start prior to June 2023 an up to date bat emergent survey will be required.

Reason: to ensure bat data is current and that good practice is implemented.

U0134911 BEMP

No development shall commence until details of a Biodiversity Enhancement and Mitigation Plan (BEMP) in accordance with the Microbee environmental Bat Emergence Survey (dated May 2022) have been submitted to and approved in writing by the Local Planning Authority. The works shall be carried out in accordance with the approved details. These should include the following:

- o 3 integrated bat bricks within the roof
- o 1no bird bricks (either sparrow terraces or swift bricks) integrated for each dwelling
- o 2no Invertebrate habitat to be included within the landscaping within each unit
- o All walls/fences to have mammal holes to allow continued movement of wildlife
- o Hedgehog gaps to be included within all walls and fences
- o *All plant species to be native or wildlife friendly

Details should include specific location (including proposed aspect and height), specific product/dimensions and proposed maintenance.

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

U0134912 External lighting

Prior to installation, details of all external lighting - including locations, technical specifications, horizontal lux plan shall be submitted to and agreed in writing by the Local Planning Authority and thereafter constructed in accordance with these details. The details should accord with CIBSE guide LG6 and ILP/BCT Bat guidance note 8; there should be no upward lighting or lighting onto the open sky, buildings, trees and vegetation, or potential roost features.

Reason: To safeguard the ecology of the site and neighbour amenity.

U0134913 Drainage

Prior to commencement of groundworks (excluding site investigations and demolition), a final detailed drainage design including drawings and supporting calculations approval in accordance with the revised Drainage Strategy, calculations and maintenance schedule (received 1st June 2022) shall be submitted to and approved in writing by the Local Planning Authority. Details shall demonstrate that sustainable drainage systems have been utilised wherever possible and make reference to the hierarchy of drainage destination set out in London Plan Policy 5.13 and the hierarchy of drainage in Richmond's Local Plan Policy 21 Sustainable Drainage. The works shall be carried out in accordance with the approved details prior to the occupation of the dwellings hereby approved and retained as such thereafter.

Reason: To prevent the risk of flooding to and from the site in accordance with relevant policy requirements including but not limited to London Plan Policy SI 13, its associated Sustainable Design and Construction SPG, the Non-Statutory Technical Standards for Sustainable Drainage Systems and Richmond's Local Plan Policy LP 21.

U0134914 Drainage Maintenance

Prior to commencement of groundworks (excluding site investigations and demolition), a detailed management plan confirming routine maintenance tasks for all drainage components demonstrating how the drainage system is to be maintained for the lifetime of the development including a maintenance owner shall be submitted to and approved in writing with the Local Planning Authority. Evidence of consent for new drainage connections and confirmation of capacity within the sewer system should be provided by the sewerage undertaker. The works shall be carried out in accordance with the approved details and maintained as such thereafter.

Reason: To prevent the risk of flooding to and from the site in accordance with relevant policy requirements including but not limited to London Plan Policy SI 13, its associated Sustainable Design and Construction SPG, the Non-Statutory Technical Standards for Sustainable Drainage Systems and Richmond's Local Plan Policy LP 21.

U0134915 Parking

The development hereby permitted shall not be occupied until the car parking spaces shown on Drawing no 952/LOC Rev A have been constructed and laid out. The parking spaces shall thereafter be retained for users in connection with the development hereby permitted over the lifetime of the development.

REASON: To ensure a satisfactory car parking provision.

U0134916 Obscure Glazing

The proposed first floor side windows of the buildings hereby approved shall at no time be openable or glazed, otherwise than in obscured glass, below a minimum height of 1.75 metres (5'7") above the relevant floor level.

REASON: To ensure that the proposed development does not prejudice the amenities of adjoining occupiers.

U0134917 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 by suitably qualified and accredited geo-environmental consultants in accordance with the 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. None of the dwellings/buildings hereby approved shall be occupied until:

a) the 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 cpz areas of contamination are encountered, which have not been previously identified, then the additional contamination should be fully assessed in accordance with condition [1(b, c)] above 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 to 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: To protect future users of the site and the environment.

U0134918 Tree protection

The development shall be carried out in accordance with the details set out in the Arboricultural Impact Assessment report by Philippa Roberts dated 13th August 2021, received by the Local Planning Authority on 6th September 2021.

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

U0134919 Building regulations 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.

U0134920 PD restrictions

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 external alterations or extensions shall be carried out to the building(s) hereby approved.

REASON: To safeguard the amenities of the occupiers of adjoining property and the area generally.

U0134921 Outbuilding restrictions

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 building, enclosure or swimming pool falling within Part 1, Class E, shall be erected on any part of the land.

REASON: To safeguard the amenities of the adjoining occupiers and the area generally.

U0134922 Fire Safety

The development must be carried out in accordance with the provisions of the Fire Strategy Statement by Green Hat Consulting Fire received on 6 September 2021; unless otherwise approved in writing by the Local Planning Authority.

REASON: To ensure that the development incorporates the necessary fire safety measures in accordance with the Mayor's London Plan Policy D12.

U0134923 NRMM

During onsite construction of any phase of development, all non-road transportable industrial equipment or vehicles which are fitted with an internal diesel powered compression ignition engine between 37 and 560KW and not intended for transporting goods or passengers on roads are required to meet Stage IIIB of EU Directive 97/68/E and be NRMM registered. Such vehicles must be run on ultra low sulphur diesel (also known as ULSD 'cleaner diesel' or 'green diesel').

"Ultra low sulphur diesel" means fuel meeting the specification within BS EN 590. Where these standards are succeeded, they should be applied when reasonable. Exemptions to these standards may be granted for specialist equipment or for equipment with alternative emission reduction equipment or run on alternative fuels. Such exemptions shall be applied for in writing to the local planning authority in advance of the use of such vehicles, detailing the reasons for the exemption being sought and clearly identifying the subject vehicles. Exemptions that are granted will be in writing and such vehicles must not be used until written exemption has been issued by the local planning authority.

No vehicles or plant to which the above emission standards apply shall be on site, at any time, whether in use or not, unless it complies with the above standards, without the prior written consent of the local planning authority.

Reason: To protect the amenity of future occupants and/or neighbours

DETAILED INFORMATIVES

U0067110 Composite Informative

Principal Policies:

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

London Plan (2021)

GG1 - Building strong and inclusive communities; GG2 - Making the best use of land; GG3 - Creating a healthy city; GG4 - Delivering the homes Londoners need; GG6 Increasing efficiency and resilience; S6 Town Centres and High Streets; D1 - London's form, character and capacity for growth; D4 - Delivering good design; D5 - Inclusive design; D6 - Housing quality and standards; D7 - Accessible housing; D8 - Public realm; D12 - Fire safety; D14 - Noise; H1 - Increasing housing supply; H2 - Small sites; H4 - Delivering affordable housing; H5 - Threshold approach to applications; H6 - Affordable housing tenure; H10 - Housing size mix; S1 - Developing London's social infrastructure; G6 - Biodiversity and access to nature; G7 - Trees and woodlands; SI2 - Minimising greenhouse gas emissions; SI3 - Energy infrastructure; SI4 - Managing heat risk; SI5 - Water infrastructure; SI7 - Reducing waste and supporting the circular economy; SI12 -

Flood risk management; SI13 - Sustainable drainage; T1 - Strategic approach to transport; T4 - Assessing and mitigating transport impacts; T5 - Cycling; T6 - Car parking; T6.1 - Residential parking; T9 - Funding transport infrastructure through planning; DF1 - Delivery of the Plan and Planning Obligations.

Local Plan (2018):

- o LP1 Local Character and Design Quality
- o LP2 Building Heights
- o LP8 Amenity and Living Conditions
- o LP10 Local Environmental Impacts, Pollution and Land Contamination
- o LP15 Biodiversity
- o LP16 Trees, Woodlands and Landscape
- o LP20 Climate Change Adaptation
- o LP21 Flood Risk and Sustainable Drainage
- o LP22 Sustainable Design and Construction
- o LP34 New Housing
- o LP35 Housing Mix and Standards
- o LP36 Affordable Housing
- o LP38 Loss of Housing
- o LP39 Infill, Backland and Backgarden Development
- o LP44 Sustainable Travel Choices
- o LP45 Parking standards and servicing

Supplementary Planning Documents:

- o 'Refuse and Recycling Storage Requirements' (2015)
- o 'Sustainable Construction Checklist' (2016)
- o Village Plan Whitton and Heathfield
- o 'Residential Development Standards' (2010)
- o 'Affordable Housing' (2014)
- o Small and Medium Housing site (2006)
- o Transport (2020)
- o Planning Obligations (2020)

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 BS 5228-1:2009+A1:2014 - Noise and vibration control on construction and open sites.

Any enquiries for further information should be made to the Noise & Nuisance Team, Regulatory Services Partnership NoiseandNuisance@merton.gov.uk.

U0067113 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).

U0067112 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.

U0067111 NPPF Approval

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.

END OF SCHEDULE OF CONDITIONS AND INFORMATIVES FOR APPLICATION
21/3140/FUL

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, 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