

Environment Directorate / Development Management

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Ms Lucy Arrowsmith
Clive Chapman Architects
4 Eel Pie Island
Twickenham
TW1 3DY
United Kingdom

Letter Printed 19 January 2023

FOR DECISION DATED
19 January 2023

Dear Sir/Madam

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

Application: 22/2082/FUL
Your ref: St Mary's Grove Garages
Our ref: DC/DAV/22/2082/FUL/FUL
Applicant: The Richmond Charities
Agent: Ms Lucy Arrowsmith

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 **30 June 2022** and illustrated by plans for the permission of the Local Planning Authority to develop land situated at:

Garages Rear Of 20 - 34 St Marys Grove Richmond

for

Demolition of 17 existing garages and erection of five one-bed single-storey dwellings (almshouses) for the over 65s.

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 22/2082/FUL

APPLICANT NAME

The Richmond Charities
95 Sheen Road
Richmond
TW9 1YJ

AGENT NAME

Ms Lucy Arrowsmith
4 Eel Pie Island
Twickenham
TW1 3DY
United Kingdom

SITE

Garages Rear Of 20 - 34 St Marys Grove Richmond

PROPOSAL

Demolition of 17 existing garages and erection of five one-bed single-storey dwellings (almshouses) for the over 65s.

SUMMARY OF CONDITIONS AND INFORMATIVES

CONDITIONS

U0147482	Development begun within 3 years
U0147483	Approved drawings
U0147484	Details - Materials to be approved
U0147485	NS19 Cycle Parking - Residential
U0147486	Refuse arrangements - Residential
U0147487	Refuse storage
U0147488	Refuse Management Plan
U0147489	Energy Reduction
U0147490	Water Consumption
U0147491	Construction Management Plan
U0147492	Submitted Arboricultural details
U0147493	LT09 Hard and Soft Landscaping Works
U0147494	Pre-Start Meeting
U0147495	External illumination
U0147496	Constuction Enviro/Ecological Plan
U0147497	Ecological Enhancements
U0147498	Biodiverse green/brown roof
U0147499	PV panels
U0147500	Building Regulation M4(2)
U0147501	Building Regulation M4(3)
U0147502	Non-road mobile machinery
GD02A	Restriction-Alterations/extn
U0147503	Fire Safety Strategy
GD01A	Restriction on use of roof
U0147504	Detailed Drainage Design
U0147505	Parking spaces
U0147506	Ground Source Heat Pump

INFORMATIVES

U0073403	Composite Informative
U0073404	Section 106 agreement
U0073405	CIL liable
U0073410	NPPF APPROVAL - Para. 38-42
U0073407	Street numbering
U0073408	Ecological Enhancements
U0073409	Encountering Wildlife Habitat
U0073406	Green Roof

DETAILED CONDITIONS AND INFORMATIVES

DETAILED CONDITIONS

U0147482 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.

U0147483 Approved drawings

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

Drawing No.1272E, 1272LSa, SMGG21-01, SMGG21-08, SMGG21-09, Sustainable Construction Checklist (Appendix A of energy report); recieved 30 June 2022; SMGG21-02A, SMGG21-03 (Demolition and Construction Plan), SMGG21-11, SMGG21-12, SMGG21-13; recieved 02 September 2022; SMGG21-03B, SMGG21-04A, SMGG21-05A; recieved 05 September 2022.

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

U0147484 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 in accordance with 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.

U0147485 NS19 Cycle Parking - Residential

No residential dwelling/part of the development shall be occupied until cycle parking facilities have been provided in accordance 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.

U0147486 Refuse arrangements - Residential

No residential dwelling/part of the residential development shall be occupied until refuse 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 safeguard the appearance of the property and the amenities of the area.

U0147487 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.

U0147488 Refuse Management Plan

None of the buildings hereby approved shall be occupied until arrangements for the storage and disposal of refuse/waste (including a refuse collection and servicing management plan) have been made in accordance with details to be submitted to and approved in writing by the Local Planning Authority.

REASON: To safeguard the appearance of the property and the amenities of the area. To ensure safe and suitable access to the development for all road users in accordance with Para. 110(b) of the National Planning Policy Framework

U0147489 Energy Reduction

The dwelling(s) hereby approved shall achieve at least a 35% reduction in Carbon dioxide emissions beyond Building Regulations requirements (2013) in accordance with the Energy and Sustainability Report received on 30 June 2022.

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

U0147490 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.

U0147491 Construction Management Plan

The development hereby approved shall take place in accordance with either:

- A) The Construction Management Plan received on 16 December 2022; Or
- B) A CMS to be submitted to and approved in writing by the Local Planning Authority.

The Statement shall detail :

1. Contact details, including a 24hr emergency contact (details of which shall be displayed on any hoarding / security fencing)
2. Programme length and phasing
3. The number, type and dimensions of vehicles required
4. Vehicle routing
5. Details of holding areas for construction traffic and communication strategy for their arrival
6. Methods of spoil removal and concrete supply
7. Details and location where plant and materials will be loaded and unloaded
8. Security hoarding and maintenance of such
9. Site setup drawings showing the position of vehicles, skips, concrete supply, etc. at a minimum scale of 1:200, showing the site in context of the surrounding highway and neighbouring properties
10. On classified roads generally, vehicles will be expected to enter and exit the site in forward gear. Swept Path Analysis drawings will be required to demonstrate this
11. Details of how the safety of highway users and vulnerable pedestrians will be managed
12. Details of how access to neighbouring properties will be maintained
13. Details of how any trees and street furniture (i.e. lighting columns, communications cabinets, bollards, etc.) are to be protected during the works
14. Details of any required footway and/or road closures, or highway licences
15. Any necessary parking suspension details
16. Details of any wheel-washing facilities, if required
17. 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 BS 5228-1:2009+A1:2014, Code of Practice for Noise and Vibration Control on Construction and Open Sites; as well as for dust control: COSHH 2002 (as amended 2020), The London Plan 2021 Policy SI-1-D and HSE Construction Information Sheet CIS36

18. Where applicable, the Construction Management Statement should be written in conjunction with the Arboricultural Method Statement, and in accordance with British Standard 5837:2012 'Trees in relation to design, demolition and construction - recommendations', in particular section 5.5, 6.1, 6.2, 6.3 and 7.

REASON: In the interests of highway and pedestrian safety together with the amenity of the area and in order to demonstrate the development would not have an unacceptable impact on the operation of the public highway and neighbours.

U0147492 Submitted Arboricultural details

A. The development hereby approved shall not be implemented other than in accordance with the principles and methodology as described within the following approved Arboricultural details, unless otherwise previously agreed in writing with the local planning authority.

o "Arboricultural Appraisal and Impact Assessment Ref: ha/aiams1/smg/22, dated 13/05/2022"

o "Existing & Proposed Wall / Foundations - Plan/Section/Elevation, Drawing No. SMGG21-11, dated 23/08/2022"

o "Beam & Pile Foundations Detail to Root Protection Areas, Drawing No. SMGG21-12, dated 30/08/2022"

B. Prior to commencement of works, confirmation of the appointment of a retained Arboricultural consultant to conduct and submit an auditable system of site supervision and monitoring shall be submitted to the Local Planning Authority arboricultural officer.

C. Illustrated monitoring reports shall be submitted to the Local Planning Authority arboricultural officer upon completion of works hereby approved.

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

U0147493 LT09 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; other vehicles and pedestrian access and circulation areas; structures (e.g. furniture, signs, lighting etc); 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.

(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.

U0147494 Pre-Start Meeting

(A) Following the implementation of the Tree Protection, and no later than 14 days prior to the commencement of development (or any materials or machinery being brought onto the site), the Local Planning Authority Arboricultural Officer shall be invited to attend a 'pre-start meeting'.

(B) Minutes from the meeting must be prepared and submitted to the Local Planning Authority Arboricultural Officer prior to the commencement of development.

REASON: To ensure that sufficient tree protection is in place and to prevent the tree (s) from being damaged or otherwise adversely affected by building operations and soil compaction.

U0147495 External illumination

Prior to installation, details of all external lighting - including locations, technical specifications, horizontal lux plan shall be submitted to and approved 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

U0147496 Constuction Enviro/Ecological Plan

No works shall start until Construction Environmental/Ecological Management Plan (or similar) is submitted to and approved in writing by the local planning authority and thereafter constructed in accordance with these details.

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

U0147497 Ecological Enhancements

Full details of all ecological enhancements shall be submitted to and approved in writing by the local planning authority and thereafter implemented in accordance with the approved details prior to the occupation of the development.

Reason: To enhance nature conservation interest.

U0147498 Biodiverse green/brown roof

Full details of all biodiversity (green with brown features roof/s) shall be submitted to and approved in writing by the local planning authority prior to any superstructure works commencing on site; and thereafter implemented in accordance with these details.

Reason: To enhance nature conservation interest.

U0147499 PV panels

Notwithstanding the details shown on the approved drawings, prior to the occupation of the development hereby approved, further details of the photovoltaic panels shall be submitted to and approved in writing by the Local Planning Authority. The details shall include:

- o Siting
- o Design
- o Energy savings

The development shall only be implemented in accordance with the approved details and maintained as such unless otherwise agreed in writing by the Local Planning Authority.

REASON: In the interests of promoting sustainable forms of developments and to meet the terms of the application.

U0147500 Building Regulation M4(2)

Unit 5 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.

U0147501 Building Regulation M4(3)

Units 1-4 hereby approved shall not be constructed other than in accordance with Building Regulation M4(3) and in accordance with details to be submitted to and approved in writing by the LPA prior to the occupation of the relevant units.

Reason: In the interest of inclusive access in accordance with Policy 35E to ensure homes to meet diverse and changing needs.

U0147502 Non-road mobile machinery

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

GD02A Restriction-Alterations/extn

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.

U0147503 Fire Safety Strategy

The development must be carried out in accordance with the provisions of the Fire Safety Report and Drawing SMGG21-07; recieved 30 June 2022; 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.

GD01A Restriction on use of roof

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 part(s) of the roof of the building(s) hereby approved shall be used as a balcony or terrace nor shall any access be formed thereto.

REASON: To safeguard the amenities of the occupiers of adjoining property.

U0147504 Detailed Drainage Design

Prior to commencement of groundworks (excluding site investigations and demolition), the applicant must submit a final detailed drainage design including drawings and supporting calculations to the Local Planning Authority for review and approval, aligned with the Surface Water Drainage Assessment dated May 2022 and the document titled 'Response to LLFA Comments on Flood Risk and Surface Water Drainage' dated 1st September 2022. A detailed management plan confirming routine maintenance tasks for all drainage components must also be submitted to demonstrate how the drainage system is to be maintained for the lifetime of the development. The development shall not be implemented other than in accordance with the approved details. The sustainable drainage scheme shall be managed and maintained thereafter in accordance with the agreed management and maintenance plan for all of the proposed drainage components.

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, the Non-Statutory Technical Standards for Sustainable Drainage Systems and Richmond Council's Local Plan Policy LP 22.

U0147505 Parking spaces

The car parking layout as shown on drawing no. SMGG21-03B shall be implemented in full prior to first occupation of the development hereby approved. With the exception of the existing parking retained as annotated on the plan, the proposed parking spaces shall not be used for any purpose other than for the parking of private motor vehicles used by residents/employees/commercial users or visitors to the development. At least one parking space shall include provision for active charging facilities. At least passive infrastructure for electric or other ultra-low emission vehicles shall be provided for the remainder of the parking spaces.

REASON: To ensure the development does not have an adverse impact on local traffic and parking conditions, and to accord with the London Plan.

U0147506 Ground Source Heat Pump

Noise from proposed ground source heat pump to which the application refers shall not exceed a level 5 dB(A) below the existing lowest LA90(15min) background noise level at any time when the plant is operating and where the source is tonal it shall not exceed 10 dB(A). The noise emitted shall be measured or predicted at 1.0m from the facade of the nearest residential premises or at 1.2m above any adjacent residential garden, terrace, balcony or patio. The plant shall be serviced regularly in accordance with the manufacturer's instructions and as necessary to ensure that the requirements of the condition are maintained. If at any time the plant is determined by the local planning authority to be failing to comply with this condition, it shall be switched off upon written instruction from the local planning authority and not used again until it is able to comply.

REASON: To safeguard the amenity of neighbouring residents.

DETAILED INFORMATIVES

U0073403 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:-

London Plan Policies:

- G1 Building strong and Inclusive communities
- G2 Making the best use of land
- G4 Delivering the homes Londoners need
- D3 Optimising site capacity through design-led approach
- D4 Delivering good design
- D5 Inclusive Design
- D6 Housing quality and standards
- D7 Accessible Housing
- D12 Fire Safety
- D14 Noise
- H1 Increasing Housing supply
- H2 Small sites
- H10 housing size mix
- HC1 Heritage conservation and growth

Local Plan Policies:

- LP1
- LP3, LP4
- LP8
- LP21
- LP16
- LP20, LP22, LP23
- LP24
- LP34, LP35, LP37
- LP36
- LP45

Supplementary Planning Guidance:

- Affordable Housing
- Design Quality
- Transport
- Refuse and Recycling Storage Requirements
- Residential Development Standards
- Small and Medium Housing Sites
- Sustainable Construction Checklist
- Buildings of Townscape Merit
- Conservation Areas
- Village Plan - Richmond and Richmond Hill

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.

U0073404 Section 106 agreement

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

U0073405 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.

U0073410 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.

U0073407 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).

U0073408 Ecological Enhancements

The applicant is advised that the details in the Ecological Enhancements plans are to include:

(A) These details shall:

- o Include 1 no integrated bat slip within each unit (just under the green roof)
- o Include 2 no stag beetle loggeries/Invertebrate habitat to be included within the landscaping
- o Ensure all walls/fences have mammal holes to allow continued movement of wildlife
- o Ensure all plant species are native or wildlife friendly

(B) Details should include

- 1) specific location (including proposed aspect and height) on a plan in context with the development.
- 2) specific product/dimensions
- 3) proposed maintenance.

All species within the planting plan 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.

U0073409 Encountering Wildlife Habitat

The applicant is informed that if any wildlife habitat is encountered during construction that works should cease immediately and they appropriate qualified professional should be contacted for advice.

U0073406 Green Roof

The applicant is informed that the green/brown roof should have the following features:

(A) These details shall be:

- o biodiversity based with extensive substrate base (min depth 80mm);
- o planted/seeded with an agreed mix of species within the first planting season following the practical completion of the building works (focused on wildflower planting, and no more than a maximum of 25% sedum coverage).

(B) Details should:

- o not be used as an amenity or sitting out space of any kind whatsoever and shall only be used in the case of essential maintenance or repair, or escape in case of emergency.
- o Include full maintenance details including access arrangements.

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