

**TOWN AND COUNTRY PLANNING ACT 1990
PLANNING AND COMPENSATION ACT 1991
THE TOWN & COUNTRY PLANNING
(DEVELOPMENT MANAGEMENT PROCEDURE) (ENGLAND) ORDER 2015**

APPLICATION FOR FULL PLANNING PERMISSION

To: Vocalism Limited
14 Raglan Gardens
Caversham
Reading
RG4 5JH

Application No: 180909
Application type: Full Planning Approval

Applicant: Reading Heights Limited

READING BOROUGH COUNCIL as Local Planning Authority **GRANT FULL** planning permission for the following development in accordance with the plans and supporting information submitted in connection with this application.

Proposal: One storey roof extension, part six, part nine storey side/rear extension and mews houses providing 43 new residential units together with associated services enclosures, parking, and landscaping (amended description)

At: Clarendon House 59-75 Queens Road Reading Berkshire RG1 4BG

Subject to such conditions and for such reasons as may be attached

**OTHER STATUTORY CONSENTS MAY BE REQUIRED
PLEASE READ THE NOTES ISSUED WITH THIS DECISION NOTICE**

Date: 07.02.2019



Head of Planning, Development & Regulatory Services *RE*

Application At: Clarendon House 59-75 Queens Road Reading Berkshire RG1 4BG

Application No: 180909

Application type: Full Planning Approval

CONDITIONS & REASONS

1. The development hereby permitted shall begin no later than three years from the date of this planning permission.

Reason: to prevent an accumulation of unimplemented planning permissions, and in accordance with Section 91 of the Town & Country Planning Act 1990 as amended by the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out in accordance with the following approved plans:

Drawing no.s:

21 01 - Site Location Plan

Received by the Local Planning Authority on 1st June 2018

21 02 - Proposed Site Plan Rev 03

22 01 - Proposed Ground Floor Plan Rev 03

22 02 - Proposed 1st Floor Plan Rev 03

22 03 - Proposed 2nd Floor Plan Rev 03

22 04 - Proposed 3rd Floor Plan Rev 03

22 05 - Proposed 4th Floor Plan Rev 03

22 06 - Proposed 5th Floor Plan Rev 03

22 07 - Proposed 6th Floor Plan Rev 03

22 08 - Proposed 7th Floor Plan Rev 03

22 09 - Proposed 8th Floor Plan Rev 03

22 11 - Proposed Roof Plan Rev 03

23 01 - Proposed Section A-A Rev 03

23 02 - Proposed Section B-B Rev 03

23 03 - Proposed Section C-C Rev 03

23 04 - Proposed Section D-D Rev 01

23 05 - Proposed Section E-E Rev 02

23 06 - Proposed Section F-F Rev 02

23 10 - Proposed Site Section A-A Rev 01

23 11 - Proposed Site Section B-B

23 12 - Proposed Site Section C-C

24 01 - Proposed East Elevation Rev 02

24 02 - Proposed South Elevation Rev 01

24 03 - Proposed North Elevation Rev 02

24 10 - Proposed Site Elevation

34 03 - Proposed Cycle Storage

34 04 - Proposed Bin Store South



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34 05 - Proposed Bin Store North

26 01 - Unit Type 1

26 02 - Unit Type 2

26 02.01 - Unit Type 2/WA

26 03 - Unit Type 3

26 03.01 - Unit Type 3/WA

26 04 - Unit Type 4

26 05 - Unit Type 5

26 06 - Unit Type 6

26 07 - Unit Type 7

26 08 - Unit Type 8

26 09 - Unit Type 9

26 09.01 - Unit Type 9/WA

26 10 - Unit Type 10

26 11 - Unit Type 11

26 12 - Unit Type 12

26 13 - Unit Type 13

26 14 - Unit Type 14

26 15 - Unit Type 15

26 16 - Unit Type 16

26 17 - Unit Type 17

26 18 - Unit Type 18

26 19 - Unit Type 19

26 20 - Unit Type 20

(WA denotes wheelchair accessible)

Received by the Local Planning Authority on 12th September 2018

Reason: because permission is granted in respect of the development as detailed in the approved plans only.

3. No development shall take place until details of the materials to be used in the construction of the external surfaces of the development including all external fixtures, fittings, window frames, balcony and mortar and details of window and doorway reveals have been submitted to and been approved in writing by the Local Planning Authority. Details shall include manufacturer's specification details of all external facing materials (to be submitted to the Local Planning Authority) and samples of those materials (to be provided on site - approved details to be retained on site throughout the duration of the construction of the development). The development shall be carried out using only the approved materials.

Reason: as no details have been submitted and in the interests of the visual appearance of the building and the area in accordance with Policy CS7.

4. No development shall take place, including any works of demolition, until a Construction Method Statement has been submitted to and been approved in writing by the local planning authority to provide for:



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- space on site where vehicles of site operatives and visitors can be parked with details of how site operatives and visitors will be required to make use of the parking area provided
- location on site for storage of plant and materials used in constructing the development
- the erection and maintenance (including removal of any graffiti or fly posters) of security hoarding around the site
- any footpath closures or road closures needed during construction
- wheel washing facilities on site
- a scheme for recycling waste resulting from the construction works.

The measures within the approved Construction Method Statement shall be maintained and adhered to throughout the course of the development unless changes are agreed in advance and in writing by the local planning authority.

Reason: in the interests of protecting the amenity of local land uses or neighbouring residents, the character of the area and highway safety. In accordance with Policy DM12.

5. No construction, demolition or associated deliveries shall take place outside the hours of 0800hrs to 1800hrs Mondays to Fridays, and 0900hrs to 1300hrs on Saturdays, and not at any time on Sundays and Bank or Statutory Holidays without prior written approval from the Local Planning Authority.

Reason: to protect occupiers of nearby properties from unreasonable disturbance from works connected with implementing this permission in accordance with Policy DM4

6. No materials or green waste produced as a result of the clearance of the site, demolition works or construction works associated with the development hereby approved shall be burnt on site.

Reason: In the interests of air quality, the amenity of neighbours, and to promote more sustainable approaches to waste management in accordance with Policies CS34 and CS2.

7. No development shall take place until a detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historical environment has been submitted to and been approved in writing by the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal of remedial options, and proposal of the preferred option(s), and a timetable of works and site management procedures. The scheme must ensure that the site will not qualify as contaminated land under Part 2A of the Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

Reason: To ensure the development is suitable for its end use and the wider environment and does not create undue risks to



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8. The approved remediation scheme (as to be approved under Condition 7 above) shall be implemented in accordance with the approved timetable of works. A validation report (that demonstrates the effectiveness of the remediation carried out) shall be submitted to and approved by the Local Planning Authority prior to construction of the development.

Reason: To ensure the development is suitable for its end use and the wider environment and does not create undue risks to occupiers of the site or surrounding areas in accordance with Policy CS34.

9. In the event that contamination is found at any time when carrying out the approved development not previously identified, development shall be halted on that part of the site the contamination reported in writing to the Local Planning Authority.

An assessment of the nature and extent of contamination shall be undertaken and where remediation is necessary a remediation scheme, together with a timetable for its implementation, shall be submitted in writing to the Local Planning Authority for its written approval.

The measures in the approved remediation scheme shall be implemented in accordance with the approved timetable. Halted works shall not be re-commenced until the measures identified in the approved remediation scheme have been completed and a validation report has been submitted to and been approved in writing by the Local Planning Authority.

Reason: To ensure the development is suitable for its end use and the wider environment and does not create undue risks to occupiers of the site or surrounding areas in accordance with Policy CS34.

10. No development shall take place until landscape planting specification, including planting plans, written specifications (including cultivation and other operations associated with plant and grass establishment), schedule of plants (noting species, plant sizes and proposed numbers/planting densities where appropriate), tree pit specifications, stakes and post planting maintenance.

Reason: in the interest of ensuring that the landscaping of the development enhances the visual local environment and in accordance with Policy CS7

11. The hard and soft landscaping of the development hereby permitted shall be carried out, in accordance with the approved landscaping plans (ref. drawing no.s 1582-LS pages 01, 02, 03, 04, 05, 06 and 07 dated 18th September 2018 and received by the Local Planning Authority on 10th September 2018)) and approved planting specification. The soft landscaping shall take place no later than during the first planting season following the date when the development hereby permitted is ready for occupation or in accordance with a timetable agreed in writing with the Local Planning Authority.



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Reason: in the interests of the character and appearance of the new development and in accordance with Policy CS7

12. All planted materials shall be maintained for five years and any trees or plants removed, dying, being severely damaged or becoming seriously diseased within 5 years of planting shall be replaced with others of similar size and species to those originally required to be planted.

Reason: in the interests of the character and appearance of the new development and in accordance with Policy CS7

13. The development hereby permitted shall not be occupied until all vehicle parking spaces have been provided in accordance with the approved plan ref. 22-01 rev 03 - Proposed Ground Floor Layout received by the Local Planning Authority on 10th September 2018. The vehicle parking spaces shall be kept available for parking at all times thereafter.

Reason: To ensure that the development is provided with adequate parking facilities to meet the needs of future occupiers and reduce the likelihood of roadside parking which could be a danger to other road users to accord with Policy CS24 & CS24 and Policy DM12.

14. The development hereby permitted shall not be occupied until the bicycle parking facility has been provided in accordance with the approved plans ref. 22-01 rev 03 - Proposed Ground Floor Layout and 34-03 - Proposed Cycle Storage received by the Local Planning Authority on 10th September 2018. The bicycle parking facility shall be kept available for bicycle parking at all times thereafter.

Reason: To encourage travel by sustainable alternatives to driving a motorcar in accordance with the Local Planning Authority's approved transport policies CS23 and CS24.

15. Prior to occupation of the development details on the management of delivery and servicing vehicles (including waste and recycling vehicles) accessing the development site and the anticipated number of vehicle trips associated with delivery and servicing vehicles for the development shall be submitted to the Local Planning Authority for approval in writing. Thereafter deliveries and servicing will be carried out in accordance with the approved details.

Reason: In the interest of the safety and convenience of all highway users in accordance with Core Strategy Policy CS24 and Sites and Detailed Policies Document Policy DM12

16. No residential unit hereby approved shall be occupied until the Council has been notified in writing of the full postal address of the unit. The notification shall be sent to the Council's Planning Manager quoting the application reference specified on this Notice.



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Reason: In order that the Council can update its records to ensure that parking permits are not issued to the occupiers of the new residential units hereby approved, and thus ensure that the development does not harm the existing amenities of the occupiers of neighbouring residential properties by adding to the already high level of on street car parking in the area in accordance with Policy CS24 and Policy DM12.

17. Prior to any agreement being entered into for a new occupation of, or transfer of any interest in, the residential unit(s) hereby approved, the prospective occupier/transferee shall be informed that there is no automatic entitlement to a car parking permit for any existing residential parking permit schemes and future schemes on adjacent and surrounding streets. All material used for advertising or marketing the residential unit(s) for letting or sale shall make it clear to prospective tenants and occupiers that they will not be automatically entitled to a parking permit, but any application for a parking permit will be considered on its merits.

Reason: In order that the prospective occupiers are made aware of the fact that while they can submit an application they will not be automatically entitled to an on-street car parking permit. In the interests of the proper management of parking, and to ensure that the development does not harm the existing amenities of the occupiers of neighbouring residential properties by adding to the already high level of on street car parking in the area in accordance with Policy CS24 and Policy DM12.

18. Prior to first occupation of any residential unit hereby approved details of the proposed bin stores are to be submitted to and approved in writing by the Local planning Authority. The bin storage facility shall be retained thereafter for use by occupiers of the dwelling/building at all times.

Reason: in the interests of the visual amenity of the area and to ensure that bins can be easily accessed when required in accordance with Policy CS7.

19. No development shall take place until written specifications including planting and layout plans (where appropriate) and maintenance arrangements of the green and brown roof areas has been submitted to approved in writing by the Local Planning Authority. The planting shall thereafter only be carried out in accordance with the specifications and plans no later than first occupation of the development and the planting shall be retained/maintained as approved thereafter.

Reason: in the interests of the character and appearance of the new development and in accordance with Policy CS7

20. The green and brown roof areas of the development hereby permitted shall be carried out, in accordance with the approved specifications no later than during the first planting season following the date when the development hereby permitted is ready for occupation or in accordance with a timetable agreed in writing with the Local Planning Authority.

Reason: in the interests of the character and appearance of the new development and in accordance with Policy CS7



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21. No development shall take place until a detailed scheme, informed by an assessment of the current noise environment, for protecting the dwellings from the external noise environment of the area has been submitted to and approved, in writing, by the Local Planning Authority. The scheme itself shall be designed, specified and constructed so that the sound insulation performance of the structure and the layout of the dwellings are such that the indoor ambient noise levels do not exceed the values detailed in Table 4 of BS 8233:2014. Where opening windows will lead to an internal noise level increase of 5 dBA or greater above BS 8233:2014 recommended internal levels, the scheme shall include provision of alternative mechanical ventilation with minimum performance equivalent to a mechanical heat recovery (MVHR) system with cool air bypass as an alternative means of cooling and ventilation. Noise from the system should not result in BS8233 internal levels being exceeded. Thereafter, the development shall not be carried out other than in accordance with the approved scheme which shall be completed before any part of the accommodation hereby approved is occupied, unless the Local Planning Authority otherwise agrees in writing. Reason: to protect the amenity of future occupants of the proposed development in accordance with Policy CS34.

22. No development shall take place until the applicant or their agents or successors in title have secured the implementation of a programme of archaeological work in accordance with a written scheme of investigation, which will have been submitted by the applicant and approved by the planning authority.

Reason: The site lies in an area of archaeological potential, as illustrated by the Berkshire Archaeology Historic Environment Record. Archaeological monitoring or evaluation will ensure preservation, either by record or in situ, of any heritage assets present on the site in a manner appropriate to their significance, in accordance with Policy CS33.

23. The development hereby permitted shall not be carried out other than in accordance with the flood mitigation measures set out in the Cannon Consulting Engineers Flood Risk and Drainage Strategy ref. CCE/W321/FRA-03 dated May 2018 and received by the Local Planning Authority dated 5th June 2018 and retained in accordance with such thereafter.

Reason: To prevent increased flood risk in accordance with Policy C35 of the Reading Borough LDF Core Strategy 2008 (altered 2015).

24. No dwelling hereby approved shall be first occupied until the energy/sustainability measures hereby approved in the Quinn Ross Consultants Ltd Sustainability and Energy Report ref. P1441-ENE-02 dated 15/05/2018 and received by the Local Planning Authority on 5th June 2018 have been completed. The measures shall be retained/maintained as approved thereafter.

Reason: To ensure that the development is carried out in accordance with sustainable building standards in accordance with Policy CS1.



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25. No dwelling hereby approved shall be first occupied until the combined heat and power plant (CHP) as referenced in the Quinn Ross Consultants Ltd Sustainability and Energy Report ref. P1441-ENE-02 dated 15/05/2018 and received by the Local Planning Authority on 5th June 2018 has been completed. The CHP and related equipment shall be retained/maintained as approved thereafter.

Reason: To ensure that the development is carried out in accordance with sustainable building standards in accordance with Policy CS1.

26. No development shall commence before a security strategy has been submitted to and approved in writing by the Local Planning Authority. The strategy shall ensure that the development shall achieve the 'Secured By Design' standard. The development shall thereafter be undertaken and retained in accordance with the approved security strategy.

Reason: to ensure that the development is suitable in terms of providing a safe environment, which minimises the potential for/fear of crime in accordance with Policy CS7.

27. Mobility-impaired access for the development shall be secured in accordance with Section 7 of the EAA Emre Arolat Architecture Design and Access Statement dated May 2018 and received by the Local Planning Authority on 18th June 2018 with the retention of all standards, including lifts in working order thereafter.

Reason: to ensure a suitable level of access for those with mobility impairments in accordance with Policy CS5.

28. The development hereby permitted shall not commence until details of biodiversity enhancements, to include bird and or bat boxes, tiles or bricks on and around the new buildings and native and wildlife-friendly landscaping has been submitted and approved in writing by the Local Planning Authority. The biodiversity enhancements and landscaping shall be completed in accordance with the approved details, before the development is occupied and retained thereafter.

Reason: To comply with Local Plan Policy CS36 of the core strategy and Paragraphs 170 and 175 of the NPPF.

29. No development shall take place until full details of the implementation, maintenance and management plan of the sustainable drainage scheme have been submitted to and approved by the Local Planning Authority. The scheme shall be based on the Cannon Consulting Engineers Flood Risk and Drainage Strategy ref.

CCE/W321/FRA-03 (May 2018) received by the Local Planning Authority on 5th June 2018). The scheme shall be implemented and thereafter managed and maintained in accordance with the approved plan. The plan shall include:

- i. a timetable for its implementation, and
- ii. a management and annual maintenance plan for the lifetime of the development which shall include the arrangements for adoption by any public body or



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statutory undertaker, or any other arrangements to secure the operation of the sustainable drainage scheme throughout its lifetime.

Reason: In accordance with NPPF Paragraph 103, Core Strategy Policy CS1 Sites and Detail Policies document Policy DM1.

30. The development hereby permitted shall not be occupied until the sustainable drainage scheme for the site (as approved in Condition 29 above) has been completed in accordance with the submitted and approved details (The sustainable drainage scheme shall be managed and maintained thereafter in accordance with the agreed management and maintenance plan.

Reason: In accordance with NPPF Paragraph 103, Core Strategy Policy CS1 and Sites and Detail Policies document Policy DM1.

31. The development hereby approved shall not be commenced, until details of all boundary treatments, including gates, have been submitted to an approved in writing by the local planning authority. No part of the development shall be occupied until the boundary treatments have been provided, in full, in accordance with the approved details and these shall be retained as approved thereafter.

Reason: In the interests of the character of the area, and the privacy and security of future occupiers. In accordance with Policies CS7 and DM4

32. No further lights, meter boxes, flues, vents or pipes and no window cleaning equipment, building maintenance unit, alarm boxes, television aerials or satellite dishes shall be fixed or installed on any external face or roof of the building, without express planning permission from the Local Planning Authority.

Reason: To safeguard the appearance of the buildings and the character of the immediate area in accordance with the requirements of Policies CS7 and CS34.

33. Prior to the first occupation of any residential unit hereby approved details of a fire safety strategy (including provision of sprinklers) shall be submitted to and approved by the Local Planning Authority. The measures set out in the approved scheme shall be implemented before occupation of any residential unit and these shall be permanently retained thereafter.

Reason: To protect the amenity of future occupants of the proposed development in accordance with Policy DM4.

INFORMATIVES



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1. The Local Planning Authority has worked positively and proactively with the applicant to resolve relevant matters to allow permission to be granted within the prescribed target or agreed extended timescale for the decision to be issued.
2. A section 106 Agreement has been completed for this development. A copy of the S106 Legal Agreement is available on the Council's Public Register of Planning
3. The Council introduced the Community Infrastructure Levy (CIL) on 1st April 2015. CIL is a way of securing financial contributions towards infrastructure from new development, and partially replaces the Section 106 planning obligation regime. It is a set charge per sq m of floorspace for different uses, and, unlike Section 106, it is non-negotiable. It applies to developments which result in at least one dwelling; where the space has not been in lawful use for 6 months within the last 3 years or 100 sq m of new floorspace. For this approved development the CIL status is CHARGEABLE. If chargeable you will be sent a CIL Liability Notice with the calculated amount soon. CIL becomes payable on commencement of the development or by instalments.
4. Your attention is drawn to the terms and conditions of this permission. Any development which is carried out but which differs materially from the approved plans and details, or does not comply with any condition(s) or planning obligation(s) attached to the permission may result in the Council taking action to remedy the breach of planning control. If you are in any doubt please contact the Council.
5. The occupiers of the residential units will not be automatically entitled to an on-street car parking permit. Current and new occupiers should be informed of this and be advised to find out more about parking permits on the Council's website. There is already a high level of on street car parking in the area and the site is located close to local facilities, with frequent public transport services on nearby roads.
6. i) The attention of the applicant is drawn to Section 59 of the Highways Act 1980, which enables the Highway Authority to recover expenses due to damage caused by extraordinary traffic.
ii) Any works affecting the Highway shall be in accordance with Reading Borough's Council's document "Guidance Notes for Activities on the Public Highway within the Borough of Reading". The applicant should note that compliance with this document is mandatory and licences to work on the Highway will only be issued if the requirements contained within it are met. A copy can be obtained from the Council's website.
7. Please note that the Council charges for the discharge of planning conditions, the fee is currently £116 per submission, which can include information to discharge several conditions at once.



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8. Your attention is drawn to the requirement for submission of a Building Regulations application for the proposed development. Please contact Building Control on 0118 937 2449 for advice.

9. Thames Water advice: If the developer follows the sequential approach to the disposal of surface water we would have no objection. Where the developer proposes to discharge to a public sewer, prior approval from Thames Water Developer Services will be required. Should you require further information please refer to our website.

<https://developers.thameswater.co.uk/Developing-a-large-site/Apply-and-pay-for-services/Wastewater-services>

The proposed development is located within 15m of Thames Waters underground assets, as such the development could cause the assets to fail if appropriate measures are not taken. Please read our guide 'working near our assets' to ensure your workings are in line with the necessary processes you need to follow if you're considering working above or near our pipes or other

structures.<https://developers.thameswater.co.uk/Developing-a-large-site/Planning-your-development/Working-near-or-diverting-our-pipes>. Should you require further information please contact Thames Water. Email: developer.services@thameswater.co.uk Phone: 0800 009 3921 (Monday to Friday, 8am to 5pm) Write to: Thames Water Developer Services, Clearwater Court, Vastern Road, Reading, Berkshire RG1 8DB

Thames Water would recommend that petrol / oil interceptors be fitted in all car parking/washing/repair facilities. Failure to enforce the effective use of petrol / oil interceptors could result in oil- polluted discharges entering local watercourses.

A Groundwater Risk Management Permit from Thames Water will be required for discharging groundwater into a public sewer. Any discharge made without a permit is deemed illegal and may result in prosecution under the provisions of the Water Industry Act 1991. We would expect the developer to demonstrate what measures he will undertake to minimise groundwater discharges into the public sewer. Permit enquiries should be directed to Thames Water's Risk Management Team by telephoning 02035779483 or by emailing

wwriskmanagement@thameswater.co.uk. Application forms should be completed on line via www.thameswater.co.uk/wastewaterquality."

Thames Water will aim to provide customers with a minimum pressure of 10m head (approx 1 bar) and a flow rate of 9 litres/minute at the point where it leaves Thames Waters pipes. The developer should take account of this minimum pressure in the design of the proposed development.

There are water mains crossing or close to your development. Thames Water do NOT permit the building over or construction within 3m of water mains. If you're planning significant works near our mains (within 3m) we'll need to check that your development doesn't reduce capacity, limit repair or maintenance activities during and after construction, or inhibit the services we provide in any other way. The applicant is advised to read our guide working near or diverting our pipes. <https://developers.thameswater.co.uk/Developing-a-large->



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site/Planning-your-development/Working-near-or-diverting-our-pipes

The proposed development is located within 15m of Thames Waters underground assets, as such the development could cause the assets to fail if appropriate measures are not taken. Please read our guide 'working near our assets' to ensure your workings are in line with the necessary processes you need to follow if you're considering working above or near our pipes or other structures.

[https://developers.thameswater.co.uk/Developing-a-large-](https://developers.thameswater.co.uk/Developing-a-large-site/Planning-your-development/Working-near-or-diverting-our-pipes)

[site/Planning-your-development/Working-near-or-diverting-our-pipes](https://developers.thameswater.co.uk/Developing-a-large-site/Planning-your-development/Working-near-or-diverting-our-pipes). Should you require further information please contact Thames Water. Email: developer.services@thameswater.co.uk

10. This development may require an Environmental Permit from the Environment Agency under the terms of the Environmental Permitting (England and Wales) (Amendment) (No. 2) Regulations 2016 for any proposed works or structures, in, under, over or within 8 metres of the top of the bank of designated 'main rivers'. This was formerly called a Flood Defence Consent. Some activities are also now excluded or exempt. An environmental permit is in addition to and a separate process from obtaining planning permission. Further details and guidance are available on the GOV.UK website:

<https://www.gov.uk/guidance/flood-risk-activities-environmental-permits>

11. In accordance with Article 35 (DMPO 2015) some conditions have been highlighted to make clear that they require approval from the Local Planning Authority before any development begins. This is because the details need to be designed or works implemented before any other works start on the site or are of a nature that it would be impractical to consider after work has started.



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NOTES

APPEALS TO THE SECRETARY OF STATE

If you are aggrieved by the decision of the Council to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990.

If this is a decision on a planning application relating to the same or substantially the same land and development as is already the subject of an enforcement notice, if you want to appeal against the Council's decision on the application you must do so within 28 days of the date of this notice.

If an enforcement notice is served relating to the same or substantially the same land and development as in your application and you want to appeal against the Council's decision on your application, you must do so within 28 days of the date of service of the enforcement notice, or within 6 months (or 12 weeks in the case of a householder appeal) of the date of this notice, whichever period expires earlier.

If the above circumstances do not apply, any appeal must be made within the following time limits.

If this is a householder application and you want to appeal against the Council's decision then you must do so within 12 weeks of the date of this notice. If this is an advertisement application and you want to appeal against your local planning authority's decision then you must do so within 8 weeks of the date of this notice. If you want to appeal against your local planning authority's decision for any other type of application (which is not a householder or advertisement application, or an application for a Certificate of Lawfulness) then you must do so within 6 months of the date of this notice.

The Secretary of State can allow a longer period for giving notice of an appeal, but he will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal. The Secretary of State need not consider an appeal if it seems to him that the Local Planning Authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order. In practice, the Secretary of State does not refuse to consider appeals solely because the Local Planning Authority based their decision on a direction given by him.

Appeals must be made using a form which you can get from the Planning Inspectorate at Temple Quay House, 2 The Square, Temple Quay, Bristol BS1 6PN, tel. 0303 444 5000, or online at www.planningportal.gov.uk/pcs.

Purchase Notices

If either the Local Planning Authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that he can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted. In these circumstances, the owner may serve a purchase notice on the Council in whose area the land is situated. This notice will require the Council to purchase his interest in the land in accordance with the provisions of Part VI of the Town and Country Planning Act 1990.

Street Naming & Numbering

You must contact Reading Borough Council to:

- Name or number a new development
- Name a new street
- Get addresses for flat conversions
- Name or rename an existing building

Otherwise the following may occur:

- You will not have an official address or postcode. When your property goes through the official process it may be given a different address and Postcode than you are currently using.
- You may have difficulty receiving mail
- You may have problems when buying goods or services such as utilities and telecommunications
- The emergency services may have difficulty locating you.
- You may have problems accessing Council services such as Education, Parking Services and Electoral Registration.

The Council is responsible for assigning house names and numbers and street names. It is also responsible for updating the National Land and Property Gazetteer (NLPG) which is a list of addresses which meet a common standard (BS7666) used throughout the country.

When a new address or change of address is requested, the Council contacts Royal Mail who check the address on behalf of the Emergency Services, assign a postcode and add it to their Postal Address File (PAF). The PAF list is used by many companies and services to check addresses, authenticate transactions and order goods, as well as deliver mail, so it is in your interest for your address to be on that list. Royal Mail will not create an address until requested to do so by the Council.

How to apply:

Email us using streetnamingnumbering@reading.gov.uk

Or telephone us on 0118 9373737

What we need to complete your request:

For new addresses or flat conversions:

- Site layout plan containing plot numbers
- Location plan - No bigger than A3 size (hard copy, PDF, JPEG or AutoCAD) showing the site boundary, including the new development, together with surrounding buildings for reference
- Anticipated completion and occupation dates

For change of address:

- You must be, or have authorisation from, the owner to request a change of address.
- Floor plan of the existing property
- Reason for change

Once created, the Council informs various bodies of your new address including the Emergency Services, Council Tax, Land Registry and utility companies as well as adding it to the National Land and Property Gazetteer.

Please be advised that companies and services using the PAF file only update the addresses monthly, quarterly or even less frequently, therefore it may take a while for your address to be listed in some places. It will, however, appear on the Royal Mail website within a few days once it has been added to the live address file.

Reading Borough Council has no control over the frequency by which other organisations update their address files.