

**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: JPPC - Chartered Town Planners
Bagley Croft
Hinksey Hill
Oxford
OX1 5BD

Application No: 170794
Application type: Full Planning Approval

Applicant: Thomas Homes Ltd

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: Residential development consisting of 80 no. dwellings (Class C3) with associated access and landscaping works. Demolition of existing buildings (amended description).

At: 13-21 Crown Street and 22 Silver Street Reading RG1 2SE

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: 12 October 2017



Head of Planning, Development
& Regulatory Services

Application At: 13-21 Crown Street and 22 Silver Street Reading RG1 2SE

Application No: 170794

Application type: Full Planning Approval

CONDITIONS & REASONS

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

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:

Proposed Plans:

977.01, Site Location Plan, dated January 2017

977.02 Rev.B, Block Plan, dated 27 June 2017

977.03 Rev.B, Ground Floor Plan, dated 27 June 2017

977.04 Rev.B, Basement & First to Third Floor Plans, dated 27 June 2017

977.05 Rev.B, Fourth & Fifth Floor Plans, dated 27 June 2017

Proposed Elevations:

977.07 Rev.B, Proposed Elevations (1of2) dated 27 June 2017

977.08 Rev.B, Proposed Elevations (2of2) dated 27 June 2017

977.09 Rev.B, Proposed Elevations (compared with approved outline) dated 27 June 2017

977.10 Rev.B, Proposed Cross Sections, dated 27 June 2017

977.11 Rev.B, Proposed Street Elevations, dated 27 June 2017

977.12 Rev.B, Bin Store: Plan and Elevations, dated 27 June 2017

Section and Detail Drawings:

977.13 Rev.A, Part Section-Oriel windows with controlled aspect dated 27 June 2017

Landscape:

D2493 L.200 Rev.07 Detailed Hard Landscape General Arrangement Plan dated 29 June 2017

D2493 L.300 Rev.06 Detailed Soft Landscape General Arrangement Plan dated 28 June 2017

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

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[Pre-commencement]

3. Materials:

i) The development hereby approved shall not be commenced until details and samples of the materials to be used in the construction of the external surfaces of the development (including window frames and details of window reveals) have been submitted to and approved in writing by the local planning authority, excepting the facing bricks and cladding detailed below.

ii) The facing bricks and external cladding shall be as follows:

- a) Red/Orange Facing bricks - Holmbury Orange Red by All About Bricks.
- b) Mid/dark-grey Facing bricks - Sterling Grey by Blockleys Michelmersh
- c) Light Grey Cement Fibreboard Panels - Equitone [Natura] N250 Natural Grey by Marley Eternit.

The development shall not be carried out other than in accordance with the approved details, arranged as shown on the approved drawings.

Reason: In the interests of the visual appearance of the building, the appearance of the streetscene and the setting of the listed buildings neighbouring the site, in accordance with Policies CS7 and CS33 of the Reading Borough LDF Core Strategy 2008 (altered 2015).

[Pre-commencement]

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:

- 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
- measures to control noise and dust during construction and demolition.

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.

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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 and DM4.

[Pre-commencement]

5. No development shall take place until full technical details of a sustainable drainage system for all surface water within the site, in accordance with the submitted strategy and including details of its implementation and future maintenance, have been submitted to and approved by the Local Planning Authority. The scheme shall give priority to infiltration measures where possible. The approved scheme shall be provided in full prior to first occupation and thereafter managed and maintained in accordance with the approved details for the lifetime of the development.

Reason: To minimise the flood risk arising as a result of the development and in the interests of preserving or improving groundwater quality. In accordance with Policies CS1 and CS34 of the Reading Borough LDF Core Strategy 2008 (altered 2015), Policy DM1 of the Sites and Detailed Policies Document 2012 (altered 2015), NPPF Paragraph 103 and associated Practice Guidance.

[Pre-commencement]

6. No development shall take place within the application site until the applicant, their agents, or successors in title, have secured and implemented a programme of archaeological field evaluation in accordance with the submitted Written Scheme of Investigation for an Archaeological Evaluation (CgMs ref. 770573, dated June 2017, received 3 July 2017), or a comparable document, which shall have been submitted to and approved in writing by the Local Planning Authority prior to commencement. The results of the evaluation shall inform the preparation of a subsequent mitigation strategy which shall be submitted by the applicant and approved in writing by the Local Planning Authority prior to the commencement of the development. The mitigation strategy shall provide for:

i) A programme of site investigation and recording, or alternative appropriate mitigation, within the area of archaeological interest. Development shall not commence within the area of archaeological interest until the site investigation has been completed to the satisfaction of the LPA, to be confirmed in writing by the LPA.

ii) A programme of post investigation assessment, analysis, publication, dissemination and archiving. This part of the condition shall not be discharged until these elements of the programme have been fulfilled in accordance with the programme set out in the WSI, unless otherwise agreed in writing by the Local 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



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present on the site in a manner appropriate to their significance, in accordance with Policy CS33.

[Pre-commencement]

7. No development shall take place until the following landscaping details have been submitted to and approved in writing by the local planning authority:

- (a) proposed and existing functional services above and below ground (e.g drainage, power, communications cables, pipelines etc. indicating lines, manholes etc); and
- (b) Tree pit specifications including soil volume.

Reason: in the interest of ensuring that the landscaping of the development enhances the visual local environment and in accordance with Policy CS7 and DM18.

8. All hard and soft landscape works shall be carried out in accordance with the following approved details to a reasonable standard in accordance with the relevant recommendations of appropriate British Standards or other recognised Codes of Good Practice:

D2493 L.200 Rev.07 Detailed Hard Landscape General Arrangement Plan dated 29 June 2017

D2493 L.300 Rev.06 Detailed Soft Landscape General Arrangement Plan dated 28 June 2017

D2493 L.001 Rev.03 - Detailed Plant Schedule and Specification to be read with L300, dated 28 June 2017

Reason: in order to enhance the appearance of the development in the interests of the character and appearance of the area to comply with Policies CS7, CS33 and DM18.

9. The hard and soft landscaping of the development hereby permitted shall be carried out, in accordance with the approved landscaping plans and documents. The hard landscaping shall be completed before occupation of the development. 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.

Reason: in order to enhance the appearance of the development in the interests of the character and appearance of the area to comply with Policies CS7, CS33 and DM18.

10. 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 order to maintain the appearance of the development in the interests of the character and appearance of the area to comply with Policies CS7, CS33 and DM18.



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11. A landscaping management plan, including long term objectives, management responsibilities and maintenance schedules for all landscaped areas shall be submitted to and approved in writing by the local planning authority prior to the occupation of the development or in accordance with a timetable to be agreed in writing with the local planning authority. The landscape management plan shall be carried out as approved.

Reason: to ensure the long term management and maintenance of landscaped areas on the site in accordance with Policy CS38, Policy CS7 and Policy DM18.

12. No part of the development hereby approved shall be occupied until full details of boundary treatments have been provided including measures to allow wildlife to pass through the site, and security measures, have been submitted to and approved in writing by the local planning authority. All boundary treatment shall be provided, as approved before any part of the development is occupied.

Reason. In the interests of the character of the area and the privacy and security of future occupiers. In accordance with Policies CS7 and CS33 of the Reading Borough LDF Core Strategy 2008 (altered 2015) , Policy DM4 of the Sites and Detailed Policies Document 2012 (altered 2015) and Policy RC5 of the Reading Central Area Action Plan 2015

13. The approved remediation scheme (report ref: 28957-R02 (01) dated 4 May 2017) shall be implemented in accordance with the approved timetable of works as set out in the document. A verification report (that demonstrates the effectiveness of the remediation carried out) shall be submitted to and approved by the Local Planning Authority following completion of the earthworks phase of the development and prior to construction of new buildings as set out in 6.2.8 of report 28957-R02 (01).

Reason. To ensure appropriate control and remediation of land contamination, in accordance with Policy CS34 of the Reading Borough LDF Core Strategy 2008 (altered 2015).

14. In the event that contamination not previously identified is found at any time when carrying out the approved development, further development shall be halted on that part of the site where the contamination exists. Details of the shall be contamination reported in writing to the Local Planning Authority as soon as practicable.

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.

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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.

15. No dwelling within the development hereby approved shall be occupied until a noise mitigation scheme for that dwelling, comprising glazing in accordance with the specifications recommended within the submitted acoustic assessment (John Waring, Issue 1, 4 May 2017) and alternative mechanical ventilation to all dwellings with minimum performance equivalent to a mechanical heat recovery (MVHR) system with cool air bypass as an alternative means of cooling and ventilation, has been fully provided.

Reason. To reduce the effects of noise/poor air quality on the dwellings and to ensure an adequate standard of accommodation for future occupiers in accordance with Policy CS34 of the Reading Borough LDF Core Strategy 2008 (altered 2015) and Policies DM4 and DM19 of the Sites and Detailed Policies Document 2012 (altered 2015).

16. No external lighting shall be provided within the site at any time other than in accordance with details that shall previously have been submitted to and approved in writing by the local planning authority.

The submitted details shall include:

- i) A layout plan with beam orientation
- ii) A schedule of equipment (including luminaire type, mounting height, beam angle and luminaire profile)
- iii) Measures to avoid glare.
- iv) An isolux contour map showing light spillage to 2 lux both vertically and horizontally and including neighbouring buildings.

The details shall demonstrate that the lighting will not exceed the lux levels specified for 'E3 - Medium district brightness' in the Institute of Lighting Professionals 'Guidance Notes for the Reduction of Obtrusive Light GN01:2011'

Reason: To ensure that lighting provided within the site does not result in harm to the amenity of occupiers of neighbouring residential properties. In accordance with Policies CS34 of the Reading Borough LDF Core Strategy 2008 (altered 2015) and Policy DM4 of the Sites and Detailed Policies Document 2012 (altered 2015).

17. No air conditioning, refrigeration, air extraction, or other, plant shall be installed externally, or vented externally, until a noise assessment to BS4142:2014 has been submitted to and approved in writing by the local planning authority demonstrating



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that the plant would not cause an exceedance of the 'good' internal noise level at the nearest residential premises, and detailing any noise attenuation measures necessary to achieve this.

No plant shall be installed other than in accordance with the noise control measures approved pursuant to this condition.

Reason: to minimise the effects of noise arising from the development on residential amenity, in accordance with Policy CS34 of the Reading Borough LDF Core Strategy 2008 (altered 2015) and Policy DM4 of the Sites and Detailed Policies Document 2012 (altered 2015).

18. No part of the development hereby approved shall be occupied until all windows identified as being obscure glazed on the approved drawings have been fitted with obscured glass below 1.7 metres above the finished floor level of the room within which they are located, and the privacy window designs shown on detail drawing 977.13 Rev.A, dated 27 June 2017 have been implemented in full.

All windows identified on the approved drawings as being obscure glazed shall also be non-opening below 1.7 metres above the finished floor level of the room within which they are located.

All windows that are subject to this condition shall be retained as such at all times thereafter.

Reason: in the interests of privacy of occupiers of neighbouring residential properties, in accordance with Policy DM4 of the Sites and Detailed Policies Document 2012 (altered 2015).

19. No part of the development hereby approved shall be occupied until details of ecological enhancements, to include 'Swift bricks' set within the approved building, have been submitted to and approved in writing by the local planning authority. The enhancements shall be provided, in accordance with the approved details, prior to first occupation of the development.

Reason. To maintain and enhance the ecological value of the site in accordance with Policy CS36 of the Reading Borough LDF Core Strategy 2008 (altered 2015).

20. The dwellings hereby permitted shall not be occupied until all vehicle parking spaces and circulation areas have been provided in accordance with the approved plans. The 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



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could be a danger to other road users to accord with Policy CS24 & CS24 and Policy DM12.

21. No dwelling hereby permitted shall be occupied until the bicycle parking facility has been provided in accordance with the approved drawings. The 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 policies CS23 and CS24.

22. No dwelling shall be occupied until the bin storage facility shown on the approved plans has been provided and the bin storage facility shall be retained thereafter for use by occupiers of the dwellings at all times.

Reason: in the interests of the visual amenity and environmental quality of the area and to ensure appropriate access to bins for occupiers and collectors, in accordance with Policy CS2 and CS7.

23. No dwelling hereby permitted shall be occupied until the vehicle access has been constructed in accordance with the approved drawing.

Reason: In the interests of road safety in accordance with Policy CS20 and Policy DM12.

24. No dwelling hereby permitted shall be occupied until all existing accesses to the site not forming part of the approved development have been stopped up and the footway and kerb reinstated.

Reason: In the interests of highway safety in accordance with Policy CS20 of the Reading Borough LDF Core Strategy 2008 (altered 2015) and Policy DM12 of the Sites and Detailed Policies Document 2012 (altered 2015).

25. No gates, or other barrier to the passage of vehicles, shall be provided at the vehicle entrance to the site or along the length of the access way leading to the car parking areas.

Reason: To ensure that vehicles can proceed unhindered into the site from the public highway to minimise queues and associated danger and inconvenience to users of the public highway. In accordance with Policy CS20 of the Reading Borough LDF Core Strategy 2008 (altered 2015) and Policy DM12 of the Sites and Detailed Policies Document 2012 (altered 2015).

26. 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

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to the Council's Planning Manager quoting the application reference specified on this Notice.

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.

27. Prior to any agreement being entered into for a new occupation of, or transfer of any interest in, the residential units hereby approved the prospective occupier/transferee shall be informed of the prohibition on entitlement to a car parking permit. All material utilised for advertising or marketing the residential units for letting or sale shall make it clear to prospective tenants and occupiers that no parking permit will be issued by the Council to occupiers of the residential units.

Reason: In order that the prospective occupiers are made aware of the fact that they will not be 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.

28. The development hereby permitted shall not be occupied until written documentary evidence has been submitted to, and approved in writing by, the local planning authority demonstrating that 50% of the dwellings hereby permitted, as built, have achieved a minimum of a 19% improvement in the dwelling emission rate over the target emission rate, as defined in The Building Regulations for England Approved Document L1a: Conservation of Fuel and Power in New Dwellings (2013 edition). Such evidence shall be in the form of an As Built Standard Assessment Procedure, produced by an accredited energy assessor.

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

29. No part of the development hereby approved shall be occupied until details of security measures, to include the provision of an access shutter to the basement car park entrance and CCTV coverage to the parking court and basement areas, have been submitted to and approved in writing by the local planning authority. The security measures shall be provided prior to first occupation of any part of the development and retained as approved at all times thereafter.



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Reason: In the interests of the safety and security of occupiers and users of the development. In accordance with Policy CS7 of the Reading Borough LDF Core Strategy 2008 (altered 2015).

30. No part of any dwelling hereby permitted shall be occupied until access for all occupiers of all dwellings hereby permitted has been provided to each dwelling via the main entrance and foyer of the building hereby permitted, in accordance with the approved drawings. The access arrangements shall be maintained as such at all times thereafter.

Reason. To ensure safe, inclusive and convenient access for all occupiers of the building and their visitors in the interests of residential amenity, inclusive access and social cohesion. In accordance with Policies CS3, CS5, DM4 and national planning policy in the NPPF.

31. No part of any dwelling hereby permitted shall be occupied until full details of the main entrance canopy, access lift, access steps and associated main entrance features shown on the approved drawings have been submitted to and approved in writing by the local planning authority. No part of any dwelling hereby permitted shall be occupied until the main entrance canopy, access lift, access steps and associated main entrance features have been provided in accordance with the approved details.

Reason. In the interests of the accessibility of the development and to ensure an appropriate appearance for the main entrance area. In accordance with Policies CS5 and CS7.

32. 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.

INFORMATIVES

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. The occupiers of the residential units will not be entitled to an on-street car parking permit. The parking permit conditions above place a requirement that the Council be



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notified of postal addresses of the residential units before occupation and that the occupiers/transferees to be informed of the prohibition on entitlement to a car parking permit. 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.

3. Complaints are commonly received about noise and dust caused by construction and demolition works, particularly working outside reasonable hours and smoke from bonfires associated with the burning of waste on site. The developer is reminded that construction and demolition associated with the approved development will be subject to environmental health law. Further details are available from the Council's website.

4. A Building Regulations application may be required for submission prior to the commencement of any building operations involved as a result of the proposed development. Please contact Building Control on 0118 937 2449 for further advice.

5. 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.

6. Before any planning permission is implemented an agreement under Section 278 of the Highways Act, 1980, will be required with respect to works affecting the existing highway. The applicants should contact the Transport Development Control Section at Civic Centre, Reading, RG1 7TD telephone: 0118 937 3949, to discuss arrangements for this.

7. A section 106 legal agreement relates to this site, linked to this permission, which includes a requirement relating to Affordable Housing, requirements relating to Employment, Skills and Training and controls over refuse storage and collection. A full copy of the S106 Unilateral Undertaking ref. 4307 is available on the Public Register of Planning Applications held by Reading Borough Council.

8. i) You are advised that planning permission has been granted on the basis of the ownership certificate submitted with the planning application. Any works undertaken on land owned by anyone else are undertaken at your own risk.

ii) Your attention is drawn to the provisions of the Party Wall Act 1996.



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9. 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.

10. 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.

11. 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.

For more information go to:

http://www.reading.gov.uk/media/2791/Community-Infrastructure-Levy-Advice-to-Applicants/pdf/CIL_Advice_to_Applicants.pdf

12. WATER INFRASTRUCTURE:

The proposed works will be close to underground water utility infrastructure. Piling has the potential to impact on local underground water utility infrastructure. The applicant is advised to contact Thames Water Developer Services on 0800 009 3921 to discuss the details of the piling methods.

Where the developer proposes to discharge to a public sewer, prior approval from Thames Water Developer Services will be required. The contact number is 0800 009 3921. Reason - to ensure that the surface water discharge from the site shall not be detrimental to the existing sewerage system.

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.



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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.