



Please reply to:

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Date: 23 March 2023

Notice of meeting

Planning Committee

Date: Wednesday, 5 April 2023

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Planning Committee

Councillors:

N.J. Gething (Chairman)	A. Brar	O. Rybinski
M. Gibson (Vice-Chairman)	S. Buttar	R.W. Sider BEM
R.O. Barratt	J. Button	B.B. Spoor
C. Bateson	R. Chandler	J. Vinson
M. Beecher	K. Howkins	S.J Whitmore

Substitute Members: Councillors C.F. Barnard, J.T.F. Doran, S.A. Dunn, H. Harvey, I.T.E. Harvey, T. Lagden, V.J. Leighton, S.C. Mooney, L. E. Nichols, R.J. Noble and V. Siva

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

Page nos.

1. Apologies and Substitutions

To receive any apologies for non-attendance and notification of substitutions.

2. Minutes

5 - 14

To confirm the minutes of the meeting held on 8 February 2023 and the extraordinary meeting held on 16 March 2023.

3. Disclosures of Interest

To receive any disclosures of interest from councillors under the Councillors' Code of Conduct, or contact with applicants/objectors under the Planning Code.

Planning Applications and other Development Control matters
To consider and determine the planning applications and other development control matters detailed in the reports listed below.

4. Planning application - 22/01410/ADV - Retail Warehouse, Stanwell Road, Ashford, TW15 3DT

15 - 28

Ward

Ashford Town

Proposal

Retrospective application for the display of 1 no. 7.5m high illuminated totem sign.

Recommendation

Approve the application subject to conditions as set out at paragraph 7 of this report.

5. Planning Appeals Report

29 - 42

To note details of the Planning appeals submitted and decisions received between 25 January 2023 and 21 March 2023.

6. Major Planning Applications

43 - 46

To note the details of future major planning applications.

7. Glossary of Terms and Abbreviations

47 - 52

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**Minutes of the Planning Committee
8 February 2023**

Present:

Councillor N.J. Gething (Chairman)
Councillor M. Gibson (Vice-Chairman)

Councillors:

C. Bateson	R. Chandler	B.B. Spoor
M. Beecher	K. Howkins	J. Vinson
A. Brar	O. Rybinski	S.J Whitmore
J. Button	R.W. Sider BEM	

Apologies: Apologies were received from Councillor S. Buttar and Councillor R.O. Barratt who was substituted by C. Barnard

In Attendance:

Councillors who are not members of the Committee, but attended the meeting and spoke on an application in or affecting their ward, are set out below in relation to the relevant application.

6/23 Minutes

The minutes of the meeting held on 11 January 2023 were approved as a correct record.

7/23 Disclosures of Interest

a) Disclosures of interest under the Members' Code of Conduct

There were none.

b) Declarations of interest under the Council's Planning Code

Councillors Gething, Rybinski, Sider, Spoor, Vinson, and Whitmore reported that they had received correspondence in relation to applications 21/00947/FUL and 22/01562/FUL but had maintained an impartial role, had not expressed any views, and kept an open mind.

Councillors Beecher and Gibson had received correspondence in relation to applications 21/00947/FUL and 22/01562/FUL and had made an informal visit to the site in item 4 but maintained an impartial role, had not expressed any views, and kept an open mind.

Councillor Bateson and Howkins reported that they had visited the site in item 4 but maintained an impartial role, had not expressed any views, and kept an open mind.

Councillor Howkins also reported that she was fully versed with application 22/01562/FUL and had corresponded with the applicant. She would not be taking part in the debate or vote to remain balanced.

Councillor Whitmore declared interest in application 22/01562/FUL upon reading the report in further detail. He would withdraw from the debate and vote.

8/23 Planning application- 21/00947/FUL - Cadline House, Drake Avenue, Staines-upon-Thames

Description: Demolition of an existing building and construction of new build 2.5 storey residential building comprising of 13 flats and 15 under-croft car spaces.

Additional Information: The Senior Planning Officer informed the Committee of two changes to the report:

1. Updates to paras 7.6 and 7.7

Paragraph 7.6 figure 3,286 should read 3,424 dwellings. Paragraph 7.7 figure 4.43 years should read 4.6 year supply.

2. Condition 20 to be amended as follows:

~~That~~ **Prior to the occupation of the development hereby approved, final details of the Action Plan as generally set out in section 9 of the Travel Plan written by Capital Transport Planning (June 2021) shall be submitted to and agreed in writing by the Local Planning Authority and be implemented in accordance with the details and timetable set out in table 3 of the travel plan and thereafter maintained in perpetuity.**

Public Speaking: In accordance with the Council's procedure for speaking at meetings, Kath Sanders spoke against the proposed development raising the following key points:

- The number of units should be reduced further
- There were already 23 conditions and nine informatives which showed the scheme was not straightforward

- The Environmental Health Officer's report found issues which included contamination risk assessments which needed to be resubmitted
- The Lead Local Flood Authority still required a SuDS drainage strategy
- The condition to ensure correct boundary treatment was still undetermined
- The Secured by Design standard should be considered as a condition and not informative for this application and others
- The applicant was not compliant with Lifetime Homes
- There was inadequate provision for disabled and elderly persons
- There was inadequate parking
- There was issue with safe access due to bikes and pedestrians mixing with refuse vehicles and lorries
- There was an ineffective travel plan
- There were issues related to amenity space
- The development was not sustainable

In accordance with the Council's procedure for speaking at meetings, Graham Sturdy spoke for the proposed development raising the following key points:

- There were no objections from statutory consultees
- The objector talked of matters dealt with by conditions and building regulations
- The applicant would adhere to all agreed conditions and adhere to the building regulations
- There was no objection from the Environment Agency particularly in relation to Sweeps Ditch
- Units were reduced to ensure all proposed units achieve minimum requirements
- Parking arrangements were not questioned by Surrey County Council
- Lifetime Homes would be dealt with through building regulations
- The officer recommendation should be followed

Debate:

During the debate the following key issues were raised:

- The development would provide homes to residents in the borough
- There was concern with amenity space and communal space
- Cars would have to queue on Gresham Road when waiting for the entrance gate to open which would be dangerous
- An entrance from Drake Avenue would be more practical
- There was no recent parking survey data beyond summer 2021
- There would be potential pollution into Sweeps Ditch which could affect threatened species
- The design of the development complimented the surrounding area
- There could be potential hazards with children living near Sweeps Ditch
- Access into and out of the development would be problematic for vehicles particularly when all parking spaces were occupied
- A Secured by Design certificate was not provided by the applicant
- The entrance area was not a concern as there was space for two cars
- This development was a good use of Brownfield Land

- There should be an amendment to condition 23 with Sweeps Ditch included in enhancement measures to safeguard wildlife on site
- Improvements could be made to make this a better development
- There was no justification to refuse this development on advice from statutory bodies

The Committee voted on this application as follows:

For- 11
Against- 0
Abstain- 3

Decision:

The application was **approved** subject to the reported amendment to condition 20 and the following additional informative:

The applicant is advised to consider protecting wildlife within Sweeps Ditch when implementing the enhancement measures in accordance with condition 23.

9/23 Planning application- 22/01562/FUL - Land to South of New Road, Littleton, Shepperton

Description:

Use of land to the South of New Road or car parking, including access from New Road, with alterations to existing fence line to facilitate pedestrian access for a temporary period of 24 months, alongside associated infrastructure.

Additional Information:

The Principal Planning Officer informed the committee of 3 updates to the report:

1. Update to 4.1 (Consultations) of the report:

Consultation response from Lead Local Flood Authority (Surrey County County):

- Initially raised concern regarding surface water management. **No objection following receipt of further information.**

2. Update to paras. 7.56.

The site is located in flood zone 3a which represents land having a high probability of flooding with a greater than a 1 in 100 probability of flooding. The analysis set out in paragraphs 7.57 – 7.59 stating the proposal is acceptable on flooding grounds remains.

3. Two additional conditions to be imposed:

9. The development hereby permitted shall be carried out in accordance with the following approved plans 3945-FBA-XX-XX-DR-A-010090 Rev. P01; /010091 Rev. P01; /010092 Rev. P03; and ITL14056-GA-162 Rev. A.

Reason:- For the avoidance of doubt and to ensure the development is completed as approved.

10. No external materials shall be laid on the site until full details of the panels for the roadway and parking areas are submitted to and approved by the Local Planning Authority. The development shall be then constructed in accordance with the approved materials.

Reason:- To ensure that suitable temporary materials are laid on the site, and in the interest of flood risk.

Public Speaking: In accordance with the Council's procedure for speaking at meetings, Ken Snaith spoke against the proposed development raising the following key points:

- The Shepperton Residents' Association objected to this application
- There was no economic gain in a remote car park
- This application would encourage other applicants to use economic reasons to develop on green belt
- There was potential danger to parents and children using this temporary car park
- There was a 400 metre walk from the car park to the school gates along a section of narrow footpath which was dangerous, particularly for parents with pushchairs
- There was loss of car parking in the north section before the availability of a multistorey car park in the south
- There was future limited access to Studios Road during the six-month new roundabout construction which had caused problems
- Residents could not be expected to suffer from the result of this proposed solution
- Additional impact on the local highways would cause more misery for residents
- There was disagreement with paragraph 7.51-7.53 of the officer's report
- Traffic which exited the studios through Studios Road would become involved in the one-way traffic diversion for the duration of the new roundabout construction

In accordance with the Council's procedure for speaking at meetings Matthew Wright spoke for the proposed development raising the following key points:

- The officers report outlined that planning permission was granted in July 2019 for expansion of Shepperton Studios which made it the largest film studio in Europe and second largest in the world
- Construction for expansion was underway with programmed completion for this year which was a shorter period than originally envisaged
- Economic benefits of the scheme would be delivered sooner with shorter construction activity
- In August 2022, the Planning Committee approved upgrades to Shepperton Studios' existing carpark
- Shepperton Studios had recently signed a deal with Surrey Wildlife Trust to deliver their biodiversity net gain of 20%
- In order to undertake upgrade works for the existing car park the number of parking spaces needed to be decreased temporarily
- It was not possible to accommodate all displaced parking and there was a need for a secure well managed overflow carpark which would prevent overspill parking onto local roads in residential areas
- The proposed temporary car park was a short walk from the studios and was well screened behind an existing fence line with a tree and shrub boundary
- The temporary car park would have no permanent construction using trackway which was a temporary surface that was removed upon completion of the expansion
- There was no long-term impact caused by the temporary car park
- There was opportunity to take studio traffic off the public highway before they reach the junction of Studios Road and New Road where a new roundabout would be constructed in Spring 2023
- The carpark was not proposed to accommodate additional traffic but to provide parking for existing traffic who were unable to use the current studio car parks due to construction works
- The new roundabout works had the potential to infrequently impact on school drop off for Littleton Infant School
- There would be a parking area dedicated to parents for school drop off and pick up periods
- This application was supported by Littleton Infant School
- There were very special circumstances that clearly outweigh harm to the greenbelt

Debate:

During the debate the following key issues were raised:

- Exceptional circumstances for this application were unjustified
- The Studios should find an alternative solution which wouldn't involve use of greenbelt
- It was an unacceptable risk to allow extra pedestrians to cross at New Road where cars travelled at high speed
- There were great benefits of the temporary carpark aside from greenbelt issues
- The updated car park would be properly drained and fitted with electric vehicle charging points

- Previously a shuttlebus for employees had operated which could be utilised again
- There would be no increase in traffic as the same cars would enter and leave the studios daily
- There was concern with restoring the green belt site at the end of the 24-month period
- Greenbelt regulations in the Shepperton area were ignored with no action taken
- There was concern for restoration after two years of sustained weight on ground with land prone to becoming boggy following rainfall
- It was in the nature of the trackway that weight is spread with resulted minimal indentation
- Shepperton Studios supported the community and were proactive with complaints raised

The Committee voted on the application as follows:

For 11
Against 1
Abstain 0

Decision: The application was **approved** subject to the reported two additional conditions and an amendment to condition 4 as follows:
After “remediation of the land”, add “and restoration of the site.”

10/23 Planning Application- 22/01562/FUL - Updated Report

The Committee discussed this as part of the previous item

11/23 Major Planning Applications

The Planning Development Manager submitted a report outlining major applications that may be brought before the Planning Committee for determination.

Resolved that the report of the Planning Development Manager be received and noted.

12/23 Planning Appeals Report

The Chairman informed the Committee that if any Member had any detailed queries regarding the report on Appeals lodged and decisions received since the last meeting, they should contact the Planning Development Manager.

Resolved that the report of the Planning Development Manager be received and noted.

**Minutes of the Planning Committee
16 March 2023**

Present:

Councillor N.J. Gething (Chairman)
Councillor M. Gibson (Vice-Chairman)

Councillors:

R.O. Barratt	J. Button	O. Rybinski
C. Bateson	R. Chandler	S.J Whitmore
M. Beecher	K. Howkins	

Apologies: Councillors A. Brar, S. Buttar, R.W. Sider BEM and B.B. Spoor

13/23 Exclusion of Public and Press (Exempt Business)

It was proposed by Councillor Beecher, seconded by Councillor Bateson and **resolved** that the public and press be excluded during consideration of the following items, in accordance with paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended) because it was likely to disclose information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because, disclosure to the public would prejudice the financial position of the authority in being able to undertake even-handed negotiations and finalising acceptable contract terms.

14/23 Disclosures of Interest

a) Disclosures of interest under the Members' Code of Conduct

There were none.

b) Declarations of interest under the Council's Planning Code

There were none.

15/23 Planning Update

Description:

The Planning Committee considered a report from Officers containing advice from the Council's consultants and legal advisors about matters arising from an update on a Planning Committee report.

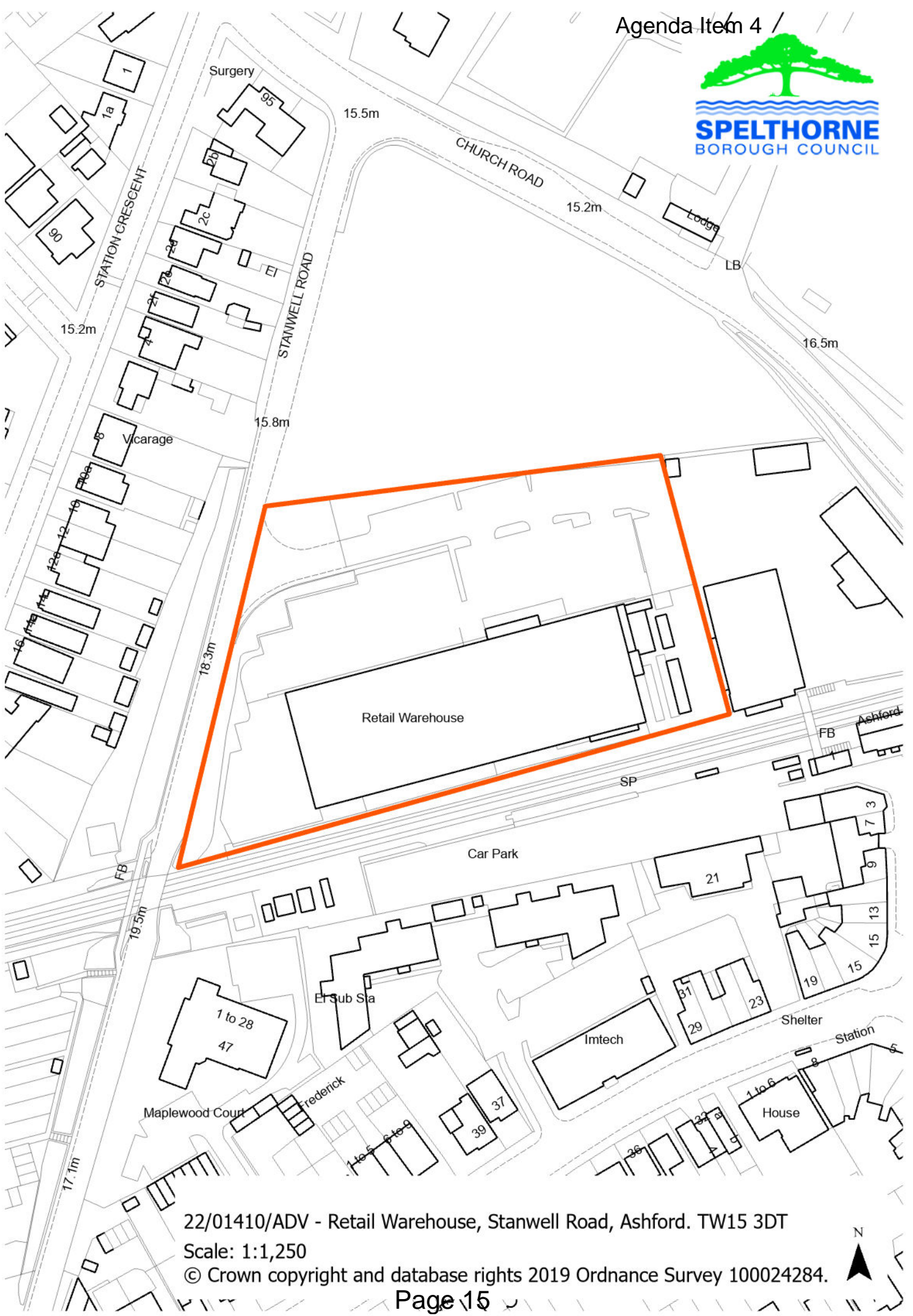
Members considered the matters arising from the report and debated them.

Decision:

The Committee agreed to **approve** the recommendation and gave instruction to Officers in order to progress on the matter.

Given that this advice is legally privileged, the report arising from it and the discussions of Members are necessarily confidential and cannot be published at this time.

This confidentiality is in the Public Interest as it allows the Council to progress the legal proceedings without prejudicing its position.



22/01410/ADV - Retail Warehouse, Stanwell Road, Ashford. TW15 3DT

Scale: 1:1,250

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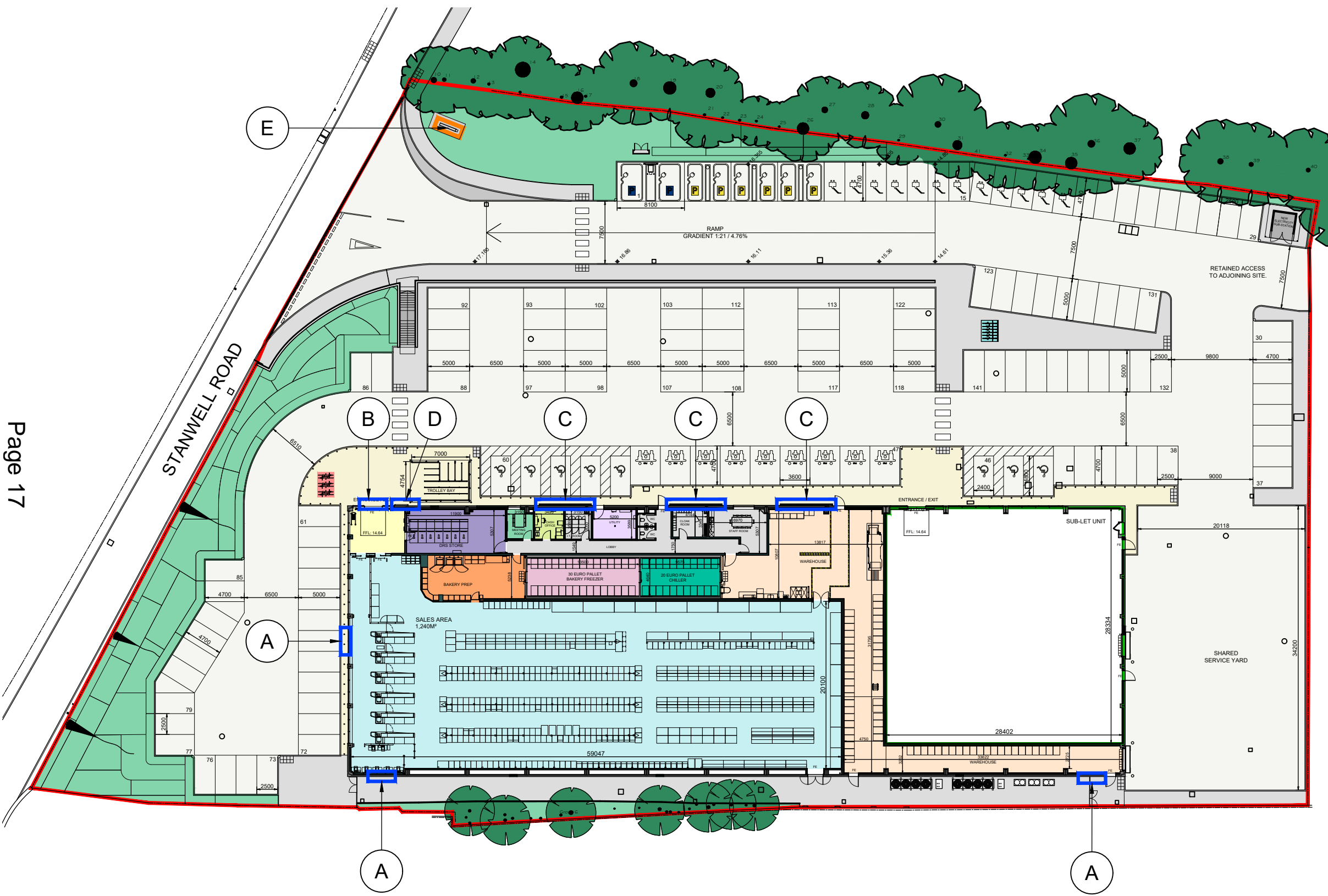


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Rev	Date	Reference	Drawn / Chk'd
P04	2022/10/05	SIGNAGE LOCATION 'E' UPDATED.	AA AA

SCHEDULE OF ACCOMMODATION - KEY

- Site Boundary 1.076ha (2.658 acres)
- Approved Sign Locations Refer to approved drawings 4415-1000, 1001 and 1002 for details (20/00764/ADV).
- Proposed Sign Location Refer to drawing 4415-1002 P03 for details.



Client _____

Lidl Great Britain Ltd

Project _____

Lidl
Stanwell Road, Ashford

Title _____

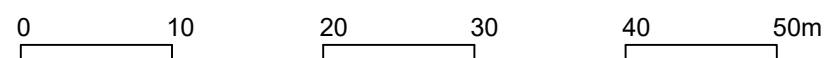
Signage Location Plan

Drawing Ref. _____ Revision _____

4415-1003

P04

Scale - unless otherwise stated Status Issued For
1:500 @ A3 S0 Preliminary



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E

LIDL 7.5M TOTEM SIGN BY DAMBACH CORPORATE DESIGN ELEMENTS GmbH

- COLOURS:
- | | |
|-----------------|----------|
| BLUE | RAL 5010 |
| RED | RAL 3020 |
| YELLOW | RAL 1021 |
| WHITE ALUMINIUM | RAL 9006 |
| GRAPHITE GREY | RAL 7024 |
| TRAFFIC GREY | RAL 7043 |

LETTERED PANEL:
MILLED AND FOILED
ACRYLIC GLASS DEPOSITED
2350 x 550MM.

LETTERED PANEL:
MILLED AND FOILED
ACRYLIC GLASS DEPOSITED
2350 x 550MM.

LETTERED PANEL:
MILLED AND FOILED
ACRYLIC GLASS DEPOSITED
2350 x 550MM.

LETTERED PANEL:
MILLED AND FOILED
ACRYLIC GLASS DEPOSITED
2350 x 1330MM.

LACQUERED ALUMINIUM
FRONT PANELS:
RAL: 7006 WHITE ALUMINIUM.

LACQUERED BASE PANEL:
GRAPHITE GREY, RAL: 7024.

DUCT FOR CABLING
BY CUSTOMER.

FOUNDATION TO ENGINEER'S
DESIGN TO SUIT GROUND
CONDITIONS



FRONT ELEVATION

SIDE ELEVATION

PLAN

ALUMINIUM PANELS LAQUERED IN RAL 9006, WHITE ALUMINIUM.
BASE LAQUERED IN RAL 7024, GRAPHITE GREY.
LIDL LOGO AS LIGHTING BOX WITH A THERMOFORMED, CURVED
AND EXTENSIVELY PRINTED ACRYLIC LOGO SHELL.
LETTERED PANELS ARE SQUARED MILLED WITH FOILED ACRYLIC
GLASS DEPOSITED.
GALVANISED STEEL FRAME CONSTRUCTION.
FOUNDATIONS AND ANCHORINGS TO ENGINEER'S DETAILS.
ILLUMINATION WITH SAPS-LEDS.



SCALE 1:50 @ A3

Client

Lidl Great Britain Ltd

Project

Lidl
Stanwell Road, Ashford

Title

Signage Details 03

Drawing Ref.

4415-1002

Revision

P03

Scale - unless otherwise stated

1:50

Status

S0

Issued For

Preliminary



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Planning Committee

5th April 2023



Application No.	22/01410/ADV
Site Address	Retail Warehouse, Stanwell Road, Ashford, TW15 3DT
Applicant	Lidl Great Britain
Proposal	Retrospective application for the display of 1 no. 7.5m high illuminated totem sign
Case Officer	Matthew Clapham
Ward	Ashford Town
Called-in	This application has been called in by Councillor Gething for the following reasons: <ul style="list-style-type: none"> • Light Pollution • Visual amenity

Application Dates	Valid: 11.10.2022	Expiry: 06.12.2022	Target: Extension of time agreed 12.04.2023.
Executive Summary	<p>This application relates to the recently opened Lidl retail store on the former Hitchcock and King unit on Stanwell Road, Ashford. There are no relevant planning constraints.</p> <p>This site has previously been subject to a planning application (20/00780/FUL) for the creation of two Class E commercial units and associated works (to include a Lidl store). An advertisement consent application was also approved for a number of signs under 20/00764/ADV. This application is a retrospective proposal for the siting of a 7.5m high internally illuminated totem sign to the north of the access road. The sign was previously approved on the opposite side of the retail accessway.</p> <p>It is considered that the proposal, which seeks to re-locate an existing approved sign, would not adversely impact upon the character and appearance of the area or result in any adverse impacts or material harm upon the residential amenity of adjoining properties in terms of visual amenity of light disturbance. In terms of highway safety, Surrey County Highways Authority raises no objection to the proposal.</p> <p>The proposal is therefore considered to be acceptable.</p>		
Recommended Decision	Approve the application subject to conditions as set out at paragraph 7 of this report.		

This application was deferred at the Planning Committee on the 11th January 2023 to allow the applicant to amend the sign to reduce the height of the totem. A site visit took place between the applicant and two members of the Planning Committee to discuss the next steps. The applicant re-affirmed their view that as there is an extant permission for a sign of identical size and height elsewhere on the site, they are not in a position to reduce its height. This is because the signs are custom made for the permission they have and the costs involved in replacing it or altering it are prohibitive. Furthermore, the panel that is currently unused towards the base of the sign is to be used by the future occupiers of the vacant unit on the site. The applicant has confirmed that they are willing to turn off the sign's illumination an hour earlier at 9pm between Monday and Saturday, with the sign continuing to be turned off at 4pm on Sundays.

MAIN REPORT

1. Development Plan

1.1 The following policies in the Council's Core Strategy and Policies DPD 2009 are considered relevant to this proposal:

- Policy EN1 (Design of new development)

1.2 On 19 May 2022, Council agreed that the draft Local Plan be published for public consultation under Regulation 19 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (as amended). The public consultation for the Pre-Submission Publication version of the Local Plan ended on 21st September and the local plan was submitted to the Planning Inspectorate on 25th November 2022.

1.3 The following policy of the draft Spelthorne Local Plan 2022-2037 is of relevance:

- Policy PS2 (Designing Places and spaces)

1.4 At this stage, the policies carry limited weight in the decision-making process of this current planning application.

1.5 National Planning Policy Framework (NPPF) 2021.

2. Relevant Planning History

2.1 The site has the following planning history:

20/00764/ADV	Display of 4 no. internally illuminated fascia signs; 3 no. externally illuminated billboard display frames; 1 no. internally illuminated poster display unit and 1 no. 7.5m high internally illuminated Totem sign.	Granted 14.10.2020
--------------	--	-----------------------

20/00780/FUL	Sub-division of existing retail warehouse, and change of use to create two Class E commercial units, with reconfiguration of the site car park, elevational changes, installation of plant equipment, and other ancillary works.	Granted 12.11.2021
--------------	--	-----------------------

3. Description of Current Proposal

- 3.1 This application relates to the site of a retail warehouse on the eastern side of Stanwell Road, which is currently occupied by the Lidl Superstore. To the rear of the site is the former occupier of the Lidl building, Hitchcock & King, a builders merchant. The Totem sign has already been erected and is located to the north of the access to the site. To the west are residential properties which front onto Station Crescent and whose rear windows and garden areas back onto Stanwell Road. To the south is the railway line and Ashford Station, with residential flats and commercial properties beyond. There are no relevant planning constraints.
- 3.2 This application is a retrospective application for the retention of a 7.5m high and 2.67m wide internally illuminated Totem sign. It was originally approved to be sited on the southern side of the access but has been installed on the northern side.

4. Consultations

The following table shows those bodies consulted and their response.

Consultee	Comment
Environment Health (lighting)	No Objection subject to a condition
County Highway Authority	No objections.

5. Public Consultation

- 5.1 The Council has received three letters of objection raising the following concerns:
- Visually intrusive
 - Light pollution to windows
 - Unnecessary to be illuminated
 - Sign in incorrect place than that previously approved
 - Stress and anxiety to occupiers and light from signage hurts eyes
 - Unnecessary advertisement – store has corporate branding
 - Larger than other stores elsewhere
 - Environmentally unfriendly – waste of energy

5.2 In addition, one letter of support has been received.

6. Planning Issues

- Public safety
- Amenity

7.0 Planning Considerations

Public Safety

- 7.1 The principal issue on public safety are highway matters relating to vehicles and pedestrians. The sign is located on the northern corner of the access road. The County Highway Authority (CHA) was consulted and requested further details regarding visibility splays. Additional details and plans have been submitted and the County Highway Authority has confirmed the following:

‘The CHA had initial concerns over the proposed totem sign due to its relocation from its originally-consented location, under the planning application ref no. 20/00764/ADV and specifically the potential for reduction of horizontal visibility for vehicles exiting from the Lidl / Hitchcock & King access onto Stanwell Road. The Applicant has since submitted a visibility site plan and photos and justified that there is sufficient horizontal visibility from the junction, and so the CHA is therefore satisfied with the proposed totem sign.’

- 7.2 The sign does not interfere with the layout of the proposed pavement that is due to be constructed alongside the eastern side of Stanwell Road, adjoining Scott Freeman Gardens. As such, following the comments of the CHA, the proposed sign is considered acceptable on public safety grounds.

Amenity of neighbouring properties

- 7.3 With regard to the impact on the amenity of neighbouring properties, Policy EN1 states that proposals for new development should demonstrate that they will achieve a satisfactory relationship to adjoining properties avoiding significant harmful impact in terms of loss of privacy, daylight or sunlight, or overbearing effect due to bulk and proximity of outlook.
- 7.4 Paragraph 136 of the National Planning Policy Framework states that *‘The quality and character of places can suffer when advertisements are poorly sited and designed. A separate consent process within the planning system controls the display of advertisements, which should be operated in a way which is simple, efficient and effective. Advertisements should be subject to control only in the interests of amenity and public safety, taking account of cumulative impacts’.*
- 7.5 Policy EN1 of the Core Strategy and Policies Development Plan Document states that the Council will require a high standard in the design and layout of new development. Proposals for new development should demonstrate that they will create buildings and places that are attractive with their own distinct identity; they should respect and make a positive contribution to the street scene and the character of the area in which they are situated, paying due regard to the scale, height, proportions, building lines, layout, materials and other characteristics of adjoining buildings.
- 7.6 The sign has been located to the north of the access road close to the adjoining Scott Freeman Gardens open space. The sign is identical in size and illumination to that approved under 20/00764/ADV. The nearest residential properties are located to the west, in Station Crescent. While these

properties front onto Station Crescent, they do have a rear outlook and rear amenity areas that back onto Stanwell Road and the location of the sign. The rear of the curtilage of these properties are approximately 11m away at their closest point, with the dwellings themselves being some 40m away. The sign can be seen from the rear windows and gardens areas of these properties and in particular, during the winter months as some trees shed their leaves. Two trees were removed along the side boundary between Scott Freeman Gardens and the retail warehouse site in close proximity to the sign, although this was granted approval in the planning permission for the retail units in order to allow for a revised access and new pavement. As such, the sign would be conspicuous within the street scene and to neighbouring properties. Consequently, there is some harm to the visual amenity of the locality.

7.7 However, in assessing this proposal, it should be taken into account that a sign has been granted approval already, albeit in a location further towards the south, approximately 34m away, but also in a location where it was also visible within the street scene and from the rear of properties in Station Crescent, which is not dissimilar from this siting of the sign under this application.

7.8 In granting the existing approved signage, the report considered that:

‘The signage is visible from some of the nearest residential dwellings on the other side of the railway and partially from those properties in Station Crescent. There is existing signage on a site serving the commercial uses trading on the site.

The Totem sign is taller than would generally be expected, however, due to the railway embankment, the separation distances to the nearest residential dwellings and the substantial mature tree lines to the north and west, which soften and mitigate its impacts, it is not considered that the totem sign would be detrimental to the character and appearance of the area nor the visual amenity when viewed from the public domain.’

This conclusion is considered to be a material consideration in assessing this proposal.

7.9 In terms of illumination, the Institute of Lighting Professionals has produced a document relating to the Illumination of Advertisements ‘The Professional Lighting Guide – PL05 – The Brightness of Illuminated Adverts’. This sets out various maximum limits for lighting as guidance. It has categorised various areas in terms of maximum levels of illumination, and notwithstanding protected (UNESCO sites) and natural areas (National Parks etc.) varying between Rural, Suburban and Urban. The definition for suburban is ‘*small town centres or suburban locations*’. This definition is considered reasonable for this location outside of the retail unit, in close proximity to Ashford Town Centre and the Railway Station and located on a classified road with street lighting. This guidance states that for advertisements below 10sqm, the maximum level of illumination should be 600cd/sqm (Candelas per square metre – Candelas per square metre is a recognised measure of brightness. It measures the amount of light emitted in a given direction for a given unit area of the sign surface).

7.10 The applicant has confirmed that the advertisement would be illuminated to a level of 350 cd/sqm. This has been reduced from the previously proposed 455 cd/sqm. In addition, the illumination of the advertisement is to be limited to the

8am opening time of the retail unit on Monday to Saturday with the sign being turned off at 9pm Monday to Saturday – one hour before the store closes and 10am to 4pm on Sunday. In view of these controls in the hours of illumination and respecting the guidance contained in the Professional Lighting Guide and also given that a totem sign already has approval elsewhere on the site, this level of illumination is reasonable and would not give rise to any significant adverse harm to the amenity of adjoining properties.

Conclusion

- 7.11 Overall, it is considered that the proposed display of an internally luminated totem sign which has restrictions regarding the level of illumination, would not have any adverse impacts or material harm to either public safety of the amenities of the neighbouring properties or passers-by. Therefore, the proposed siting of the totem sign in this location is considered acceptable.

Equality Act 2010

- 7.12 This planning application has been considered in light of the Equality Act 2010 and associated Public Sector Equality Duty, where the Council is required to have due regard to:
- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under this Act;
 - (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
 - (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

Human Rights Act 1998

- 7.13 This planning application has been considered against the provisions of the Human Rights Act 1998.
- 7.14 Article 1 of the First Protocol – Protection of property in that every natural and legal person has the right to peaceful enjoyment of his or her possessions (including land).
- 7.15 In respect of Article 1, it is accepted that by granting approval for this proposal this will affect the landowner's property rights however, taking into consideration development plan policies, and the requirements of the Town and Country Planning Act 1990 it is not justified to refuse this application and a fair balance will be stricken between public interest and the individual's right to their land.
- 7.16 Under Article 6 the applicants (and those third parties who have made representations) have the right to a fair hearing and to this end full consideration will be given to their comments.
- 7.17 Article 8 – Right to respect for a private and family life. This right is important and should be respected but is not guaranteed. The rights have to be balanced against all other material consideration and this will be a planning judgment. In respect of this particular right it was considered that it can't

outweigh importance of having coherent control over town and country planning.

- 7.18 In taking account of the Council policy as set out in the Spelthorne Local Plan and the NPPF and all material planning considerations, officers have concluded on balance that the rights conferred upon the applicant/ residents/ other interested party by Article 6, 8 and Article 1 of the First Protocol may be interfered with, since such interference is in accordance with the law and is justified in the public interest. Any restriction of these rights posed by the approval of the application is legitimate since it is proportionate to the wider benefits of such a decision, is based upon the merits of the proposal, and falls within the margin of discretion afforded to the Council under the Town & Country Planning Acts.

8. Recommendation

GRANT planning permission subject to the following conditions:

1. No advertisement is to be displayed without the permission of the owner of the site on which they are displayed (this includes the highway authority, if the sign is to be placed on highway land)
2. No advertisement is to be displayed which would obscure, or hinder the interpretation of, official road, rail, waterway or aircraft signs, or otherwise make hazardous the use of these types of transport
3. Any advertisement must be maintained in a condition that does not impair the visual amenity of the site
4. Any advertisement hoarding or structure is to be kept in a condition which does not endanger the public; and
5. If an advertisement is required to be removed, the site must be left in a condition that does not endanger the public or impair visual amenity.

Reasons: All as required by Schedule 2 of the Town and Country Planning (Control of Advertisements) (England) Regulations 2007.

6. The illuminated lighting fixtures on the sign shall not exceed a surface brightness of 350 candelas/m² between 8am and 9pm Monday to Saturday and between 10am and 4pm on Sundays. The illumination shall be switched off outside of these hours.

Reason: In the interests of amenity and protection of nearby residents from potential light nuisance.

7. The development hereby permitted shall be carried out in accordance with the following approved plans: 4415-1002 Revision P03 (Signage Details 03); 4415-1003 Revision P02 (Site Location Plan) and 4415-1003 Revision P04 (Signage Location Plan) received 11.10.2022.

Reason: For the avoidance of doubt and to ensure the development is completed as approved.

8. Notwithstanding planning approval 20/00764/ADV no more than one 7.5m high Totem sign shall be displayed within the planning unit at any one time.
Reason:- To safeguard the amenity of adjoining properties.

Informatives

1. Any external lighting system installed at the development shall comply with the Institute of Lighting Professionals (ILE) Guidance for the Reduction of Obtrusive Light (January 2020).



Planning Committee

5 April 2023

Planning Appeals Report – V1.0 ISSUED

Appeals Started between 25 January 2023 – 21 March 2023

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature
20/00210/ENF Land At The Boatyard Clarks Wharf Thames Street	01.02.2023	Written Representation	APP/Z3635/C/23/3314071 Appeal against serving of an Enforcement Notice for without planning permission, the material change of use of the land from a sui generis use as a boatyard, to part boatyard and part residential use.
22/01432/HOU	15.02.2023	Fast Track Appeal	APP/Z3635/D/23/3315542

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature
91 Maryland Way Sunbury-on-Thames TW16 6HP			Erection of a two storey rear extension (demolition of single storey rear extension). Erection of single storey front extension and single storey side/rear extension. Proposed conversion of garage into a habitable space. The installation of three front facing dormers.

Appeal Decisions Made between 25 January 2023 – 21 March 2023

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
22/00056/T56 Thames Street Sunbury-On- Thames Surrey	27.07.2022	Written Representation	APP/Z3635/W/22/3299732 Prior approval for the installation of a 19 metre phase 8 street pole and associated cabinets and equipment.	Appeal Dismissed	30.01.2023	<p>The Inspector considered the main effect of the proposal was to the character and appearance of the Lower Sunbury Conservation Area, highway safety, and whether any harm was outweighed by the need for the installation.</p> <p>The Inspector considered that the site is surrounded by attractive features that strongly characterise the area. The Inspector considered that the mast would be substantially taller than any existing features, including streetlamps and nearby apartment buildings. The mast was considered to be an incongruously large structure and would be a discordant feature. Concern was also raised against the associated cabinets. The Inspector therefore considered that the mast would fail to preserve and enhance the Conservation Area contrary to policy EN1 and policy EN6.</p>

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						<p>The Inspector also considered that it had not been demonstrated that the installation would not have a harmful impact upon highway safety and would be inconsistent with policy CC2 and the NPPF in this regard.</p> <p>The Inspector also considered that insufficient information had been submitted to demonstrate that this was the least harmful site for the proposal.</p> <p>The inspector concluded that the limited public benefits would not outweigh the harm and the appeal was dismissed.</p>
<p>22/00451/FUL</p> <p>82 Village Way Ashford TW15 2JU</p>	11.10.2022	Written Representation	<p>APP/Z3635/W/22/3303412</p> <p>Erection of a detached bungalow to rear of the site with associated amenity space and parking.</p>	Appeal Dismissed	14.02.2023	<p>The Inspector considered that the main issues were the effect of the proposed development on the character and appearance of the area; and whether the future occupiers of the proposed development would have acceptable living conditions. With regard to character and appearance, while accepting that the scale and bulk of the proposed bungalow would be comparable to the other bungalows in</p>

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						<p>the vicinity, the proposal was in contrast to the prevailing pattern of development on the street, the bungalow would not have a rear garden. Instead, it would have a small garden area to its front and side. This would create a shallow, wide plot which would not reflect the character of the area and that the footprint would also cover a significantly greater proportion of its plot than the footprints of other dwellings. As a consequence, it was considered that the bungalow would be 'squeezed' onto the site in a manner that would appear cramped and concluded that the overall effect would be a somewhat contrived development that would be at odds with the established local pattern of development and would harm the character and appearance of the area, and so would be contrary to Policy EN1 of the Spelthorne Development Plan Core Strategy and Policies Development Plan Document 2009 (CSPDPD). In terms of living conditions, the Inspector considered that the proposed living conditions for</p>

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						future occupiers to be acceptable and that the proposal complied with Policy EN1 of the CSPDPD in that regard. The Inspector took into account the Planning Balance and while the Council is unable to demonstrate a 5 year housing land supply, it was considered that there would only be limited benefits associated with the proposal and that an additional one bed residential unit would make a modest contribution to the overall delivery of housing. Therefore, the adverse impacts on the character and appearance of the area that were identified would significantly and demonstrably outweigh the benefits and it was concluded that the appeal should be dismissed.
21/01609/T56 Verge Opposite 3 And 4 Powell Cottages, Long Lane Stanwell	25.07.2022	Written Representation	APP/Z3635/W/22/3298392 Proposed 5G telecoms installation: H3G Phase 8 16m high street pole c/w wrap-around cabinet and 3 further additional equipment cabinets.	Appeal Allowed	02.02.2023	The Inspector considered that the main issue was the effect of the proposal's siting on highway safety. The Inspector noted that the proposal would not include land used for the pedestrian footpath or the vehicular carriageway. The Inspector appreciated that the Council acted on the consultation response received

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						from the highway authority requiring further drawings, however the drawings submitted clearly show the relationship between the proposal and the kerb line and other street furniture. Furthermore, the consultation response required footway widths, but the drawings clearly show that existing footways would not be impacted by the proposal. Consequently, the Inspector was not satisfied that the need for additional information has been substantiated and concluded that the siting of the mast would not have a harmful effect on highway safety.
22/00540/FUL Reedsfield Court Reedsfield Road Ashford	12.10.2022	Written Representation	APP/Z3635/W/22/3303976 Formation of new roof to create 2 no. flats, new external staircase, associated parking, amenity and cycle/ waste storage.	Appeal Dismissed	27.01.2023	The appeal site comprises to 2 blocks of flats laid out in an L shape. The proposal would replace the existing roofs with new higher structures. These would incorporate 2 additional flats, 1 above each of the existing buildings. Access to the proposed new flats would be gained solely via a

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						<p>proposed external staircase located in the space between the 2 blocks.</p> <p>The Inspector agreed that although limited details were available the proposed staircase would be 'unlikely to be silent'. Moreover, being set within a confined space between the 2 blocks, he considered noise may reverberate and be particularly unneighbourly.</p> <p>He also agreed that the proposed staircase would create privacy issues.</p> <p>He considered there would be oblique overlooking of windows from certain points on the staircase and its landing at roof level. Even if it largely avoids direct views into rooms, he stated occupants in the existing flats are likely to be very aware of persons moving up and down the staircase in uncomfortably close proximity to their windows, perception is likely to be exacerbated if the windows are open. These effects would be unneighbourly and intrusive and would erode the living conditions of existing residents through actual and perceived overlooking effects and</p>

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						loss of privacy, particularly given the frequency with which the staircase is likely to be used.
22/00285/FUL 45 Metcalf Road Ashford TW15 1HB	25.11.2022	Written Representation	APP/Z3635/W/22/3304397 Erection of an attached two storey dwelling house (following demolition of existing detached garage) together with associated parking and amenity space. The creation of a new vehicular access onto Metcalf Road.	Appeal Dismissed	06.02.2023	The Inspector considered that the proposed development would not reflect the prevailing pattern of buildings, visually disrupting the balanced appearance of the existing semi-detached dwellings onto which it would be attached. The development would result in a cramped and incongruous form of development which would detract from and harm the existing qualities, character and appearance of the area. The proposed dwelling also would fail to meet the Government's minimum space standards which would feel cramped to future occupiers. The Inspector concluded that the effect of the proposed development on the character and appearance of the area and the living conditions of future residents outweigh the provision of one additional house which could make a helpful contribution to addressing the housing shortfall. Therefore, the appeal was dismissed.

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
22/01010/HOU 2 Ripston Road Ashford TW15 1PQ	25.11.2022	Fast Track Appeal	APP/Z3635/D/22/3309327 Erection of part two storey part single storey rear extension	Appeal Dismissed	15.02.2023	<p>The proposed rear extension would significantly increase the depth of the property.</p> <p>The Inspector noted that the resultant flank wall would project along the entire length of the boundary with No.17 Goffs Road, the flank to rear separation distance being significantly less than the 13.5m laid out in the Council's Design SPD. As a result, and together with the existing structures to No.15 to the south, No.17 would be enclosed by built form. Furthermore the Inspector noted its imposing nature would be amplified by the difference in height and even the single storey element would extend some distance above the existing boundary treatment.</p> <p>Given the existing relationship there is an outlook from the rear upper windows of the appeal property over the gardens in Goffs Road. However, the extension would position the windows further back and a limited distance from the boundary with No.19. Consequently, he considered there would both be an increased</p>

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						<p>loss of privacy and a perceived sense of intrusive overlooking for the occupiers of No.19</p> <p>Overall, he agreed the scale, design and siting of the extension would result in a poor relationship with the neighbouring properties in Goff's Road to the harmful detriment of the living conditions of the occupiers of Nos.17 and 19.</p>
<p>22/00905/HOU</p> <p>80 Thames Side Staines-upon-Thames TW18 2HF</p>	25.11.2022	Fast Track Appeal	<p>APP/Z3635/D/22/3308024</p> <p>New roof extension over existing single storey side extension and extension to an existing rear facing dormer to create further accommodation in roof space.</p>	Appeal Dismissed	27.01.2023	<p>The Inspector noted that the existing roof structure would be increased by 5.3m to extend to a length of 11.7m with a vertical height of 2.95m. He considered that this would result in an 'unfortunately vertical faced second storey having almost entirely replaced the original pitched roof of the house. The already somewhat unprepossessing façade would become more dominant and overbearing, falling well short of compliance with the Councils Design Guidance, unfortunately adding to the bulk and dominance of the existing first floor structure'.</p>

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						He concluded that the roof extension works would cause further significant harm to the appearance of the host dwelling, contrary to Policy EN1 that states that developments should make a positive contribution to the street scene and the character of the area.
22/01113/HOU 62 Briar Road Shepperton TW17 0HY	20.12.2022	Fast Track Appeal	APP/Z3635/D/22/3312265 Construction of a vehicle crossover	Appeal Dismissed	01.03.2023	The inspector noted that the proposed access would be on the 3-way junction of Briar Road and Rosewood Road at the apex of a bend in the road where visibility would be restricted in this location. Sight lines would also be further restricted by the adjacent garden wall. Furthermore, there is no provision for turning within the site to allow a vehicle to enter and exit in forward gear, leading to reversing onto and off the highway at a junction. The inspector therefore considered that the proposal would lead to an increased risk of vehicle conflict and other road users (pedestrians and cyclists). The location of the primary school on the road and the resulting large number

Case Ref & Address	Date Started	Procedure	Appeal Ref & Nature	Decision	Decision Date	Inspector's Comments
						of children travelling through further increases these concerns. The Inspector concluded that the proposal is unacceptable on highway safety grounds and the appeal was dismissed.

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Major Applications

This report is for information only

The list below comprises current major applications which may be brought before Planning Committee for determination. These applications have either been submitted some time ago but are still not yet ready for consideration or are recently received applications that are not ready to be considered by the Planning Committee. The background papers for all the applications are contained on the Council's website (Part 1 Planning Register).

All planning applications by Spelthorne Borough Council and Knowle Green Estates will be brought before the Planning Committee for determination, regardless of the Planning Officer's recommendation. Other planning applications may be determined under officers' delegated powers.

App no	Site	Proposal	Applicant	Case Officer(s)
20/00344/FUL	Thameside House South Street Staines-upon-Thames TW18 4PR	Demolition of existing office block and erection of 105 residential units in two buildings, with flexible commercial and retail space, associated landscaping, parking and ancillary facilities. (Amended Application)	Spelthorne Borough Council	Russ Mouny
22/01129/FUL	42 Cedar House Spelthorne Grove Sunbury-on-Thames TW16 7DD	Removal of pram sheds and replacement with enlarged bin store to meet waste requirements for 36 bins	A2Dominion Group	Matthew Churchill

22/01591/RVC	Shepperton Marina Felix Lane Shepperton TW17 8NS	The variation of planning permission 07/00002/FUL for the use of the west lake for 205 boat moorings, removal of part land split, and erection of marina workshop building and clubhouse building, and the condition imposed through planning application 07/00002/AMD2, to allow for alterations to layout and walkways of the 205 moorings, including to the eastern moorings, moorings around the existing retained island, and moorings at the west bank of the lake.	Shepperton Marina Limited	Matthew Churchill
22/01615/OUT	Bugle Nurseries Upper Halliford Road Shepperton TW17 8SN	Outline application with approval sought for scale, access and siting, with details of appearance and landscaping reserved, for the demolition of existing buildings and structures, removal of waste transfer facility and the redevelopment of the site for up to 80 residential units and the provision of open space and a play area, plus associated works for landscaping, parking areas, pedestrian, cycle and vehicular routes.	Angle Property (RLP Shepperton) LLP	Paul Tomson/ Kelly Walker
22/01666/FUL	Land At Ashford Road Ashford Road Shepperton TW15 1TZ	Demolition of the existing buildings/ structures including Ash House and Oak House in Littleton Road and redevelopment of the site with the erection of two buildings subdivided into seven units for speculative B2 general industrial, B8 storage and distribution, and E(g)(iii) light industrial purposes with ancillary offices, together with associated car parking, servicing and landscape planting.	Urbox (Ashford) Ltd	Matthew Churchill

23/00058/FUL	Vacant Land Adjacent To The White House, White House Ashford Road Ashford TW15 3SE	Erection of a residential Block for 17 residential units, with associated parking, servicing and landscaping / amenity provision	Lichfields on behalf of Spelthorne Borough Council	Russ Mounty
23/00070/FUL	Hazelwood Hazelwood Drive Sunbury-on-Thames TW16 6QU	Planning application for residential development comprising 67 units with the provision of landscaping, access, parking and associated works.	Bellway and Angle Property (Sunbury) LLP	Russ Mounty
23/00098/FUL	Kingston Road Car Park, Kingston Road, Staines TW18 4LQ	Proposed mixed use development for new NHS Health and Wellbeing Centre, 184 residential flats, workspace and refurbishment of the Oast House to provide community / arts / workspace use with potential for cafe and theatre, and servicing and landscaping / amenity provision, together with associated parking, with disabled parking and drop off space only on site, and a decked parking solution on the Elmsleigh Centre surface car park.	Lichfields on behalf of Spelthorne Borough Council	Russ Mounty / Drishti Patel
23/00173/RVC	Builders Merchant Moor Lane Staines-upon-Thames TW18 4YN	Application to vary condition 2 (plans condition) of planning permission 22/00891/RVC (which varied condition 2 of planning permission 18/01000/FUL) to allow the addition of balconies with fenestration to plots 6-11, addition of taller gable elements to western elevation, 4 no. new dormer windows on western, southern and eastern elevations,		Susanna Angell

		creation of terraces and access doors to plots 1-5 . and other alterations.		
23/00273/RVC	Eden Grove 17-51 London Road Staines-Upon-Thames TW18 4EX	Variation of Condition 1 (Approved Plans), imposed upon planning permission 22/00765/RVC (which sought the variation of Condition 2 imposed upon planning permission 19/00290/FUL for residential homes and flexible commercial space at ground and first floors, car parking, pedestrian and vehicle access, landscaping and associated works and the Condition imposed in 19/00290/AMD4), to allow for alterations to the unit mix in Blocks C and D together with associated elevation and internal alterations and to the PV panels on Block C and D.		Matthew Churchill
23/00359/FUL	Sunbury Sports Association Kenton Court Meadow Lower Hampton Road Sunbury-on-Thames TW16 5PS	Extending the cricket nets facility (currently 4 lanes) by adding 2 x new lanes.		Vanya Popova

If you wish to discuss any of these applications, please contact the case officer(s) in the first instance.

Esmé Spinks
Planning Development Manager
22/03/2023

PLANNING GLOSSARY OF TERMS AND ABBREVIATIONS

TERM	EXPLANATION
ADC	Advert application
AMD	Amend (Non Material Amendment) – minor change to an application after planning permission has been given
AOD	Above Ordinance Datum. Height, in metres, above a fixed point. Used to assess matters of comparative heights in long distance views and flooding modelling
AQMA	Air Quality Management Area
BCN	Breach of Condition Notice. Formal enforcement action to secure compliance with a valid condition
CHA	County Highways Authority. Responsible for offering advice on highways issues relating to planning applications as well as highways maintenance and improvements
CIL	Community Infrastructure Levy – A levy on housing development to fund infrastructure in the borough
CLEUD/CLD	Certificate of Lawful Existing Use or Development. Formal procedure to ascertain whether a development which does not have planning permission is immune from enforcement action
CS&P DPD	Core Strategy and Policies Development Plan Document
COU	Change of use planning application
CPD	Certificate of Lawful Proposed Use or Development. Formal procedure to ascertain whether a development is permitted development and does not require planning permission
Conservation Area	An area of special architectural or historic interest designated due to factors such as the layout of buildings, boundaries, characteristic materials, vistas and open spaces
DAS	Design and Access Statement. This is submitted with a planning application and sets out the design principles that the applicant has adopted to make the proposal fit into its wider context
Development Plan	The combined policy documents of the Local Plan, Minerals and Waste Plans. The Minerals and Waste Plans are prepared by Surrey County Council who has responsibility for these functions

DM	Development Management – the area of planning service that processes planning applications, planning appeals and enforcement work
DMPO	Development Management Procedure Order - This Order provides for procedures connected with planning applications, consultations in relation to planning applications, the determination of planning applications and appeals
DPH	Dwellings per Hectare (density)
EA	Environment Agency. Lead government agency advising on flooding and pollution control
EIA	Environmental Impact Assessment – formal environmental assessment of specific categories of development proposals
EHO	Environmental Health Officer
ES	Environmental Statement prepared under the Environmental Impact Assessment Regulations
FRA	Flood Risk Assessment
FUL	Full planning application
GPDO	General Permitted Development Order. Document which sets out categories of permitted development (see 'PD' below)
HOU	Householder planning application
LBC	Listed Building Consent – consent to alter a listed building
LLFA	Lead Local Flood Authority
Local Plan	The current development policy document
LPA	Local Planning Authority
Material Considerations	Matters which are relevant in the determination of planning applications
MISC	Miscellaneous applications (usually a consultation by adjoining boroughs)
NPPF	National Planning Policy Framework, 2019. This is Policy issued by the Secretary of State detailing national planning policy within existing legislation
OUT	Outline planning application – obtaining the principle of development

PAP	Prior Approval application
PCN	Planning Contravention Notice. Formal notice, which requires information to be provided in connection with an enforcement investigation. It does not in itself constitute enforcement action
PD	Permitted development – works which can be undertaken without the need to submit a planning application
PDDC	Permitted Development New Dwelling in commercial or mixed use
PDDD	Permitted Development prior approval new dwelling on detached buildings
PDDN	Permitted Development prior approval demolish and construct new dwellings
PDDS	Permitted Development prior approval enlarge dwelling by additional storeys
PDDT	Permitted Development prior approval new dwelling on terraced buildings
PDH	Permitted Development Householder prior approval
PDNF	Permitted Development prior approval new dwellings on flats
PDO	Permitted Development prior approval conversion of office to residential.
PINS	Planning Inspectorate responsible for determining planning appeals on behalf of the Secretary of State
PIP	Permission in Principle application
POCA	Proceeds of Crime Act. Used by LPAs to obtain confiscation orders against those committing offences under the Town and County Planning Act 1990 following successful conviction
PPG	National Planning Practice Guidance. This is guidance issued by the Secretary of State detailing national planning practice and guidance within existing legislation. It is also known as NPPG <i>National Planning Practice Guidance</i>
Ramsar Site	A wetland of international importance
RIPA	Regulation of Investigatory Powers Act. Provides limitation on covert surveillance relating to enforcement investigation
RMA	Reserved Matters application – this follows on from an outline planning permission and deals with some or all of the outstanding details of the outline application including: appearance, means of access, landscaping, layout and scale

RVC	Removal or Variation of Condition on a planning permission
SAC	Special Area of Conservation – an SSSI additionally designated as a Special Area of Conservation under the European Community’s Habitats Directive 1992 in order to maintain or restore priority natural habitats and wild species
SCAMD	Surrey County Council amended application (minor changes following planning permission)
SCC	Surrey County Council planning application
SCI	Statement of Community Involvement. The document and policies that indicate how the community will be engaged in the preparation of the new Local Plan and in the determination of planning applications
Section 106 Agreement	A legal agreement for the provision of facilities and/or infrastructure either directly by a developer or through a financial contribution, to meet the needs arising out of a development. Can also prevent certain matters
SLAA	Strategic Land Availability Assessment
SNCI	Site of Nature Conservation Importance. A non-statutory designated area of county or regional wildlife value
SPA	Special Protection Area. An SSSI additionally designated a Special Protection Area under the European Community’s Directive on the Conservation of Wild Birds 1979. The largest influence on the Borough is the Thames Basin Heath SPA (often referred to as the TBH SPA)
SPD	Supplementary Planning Document – provides additional advice on policies in Local Development Framework (replaces SPG)
SSSI	Site of Special Scientific Interest is a formal conservation designation, usually due to the rare species of flora or fauna it contains
SuDS	Sustainable Urban Drainage Systems. Providing urban drainage systems in a more environmentally sensitive way by systems designed to reduce the quantity of run-off, slow its velocity or provide for filtering, sedimentation and biological degradation of the water
Sustainable Development	Sustainable development is the core principle underpinning planning. It is defined as “development that meets the needs of the present without compromising the ability of future generations to meet their own needs”
T56	Telecom application 56 days to determine

TA	Transport Assessment – assessment of the traffic and transportation implications of a development proposal
TCA	Trees in a conservation area – six weeks’ notice to the LPA is required for works to trees in a conservation area. This gives an opportunity for the LPA to consider whether a tree preservation order should be made to protect the trees
TPO	Tree Preservation Order – where a tree or trees are formally protected, and prior consent is needed for pruning or felling
TRICS	Computerised database and trip rate analysis used to estimate traffic flows to and from a variety of land uses, to assess transportation implications of new development in southern England
Further definitions can be found in Annex 2 of the NPPF	

Esmé Spinks 13/01/2021

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