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Planning Committee

06 February 2019



Application No.	18/01424/FUL		
Site Address	The Old Post Office, 1 Knapp Road Ashford TW15 2JA		
Proposal	Conversion and alterations to existing former post office building to provide 6 flats, erection of new two storey building to provide 8 flats following demolition of outbuildings together with car parking, landscaping, access and associated works.		
Applicant	Mr P Doble		
Ward	Ashford Town		
Call in details	N/A		
Case Officer	Kelly Walker		
Application Dates	Valid: 10/10/2018	Expiry: 09/01/2019	Target: over 13 weeks Extension of Time Agreed.
Executive Summary	<p>This planning application seeks the conversion and alterations of the existing post office building which is locally listed to provide 6 flats, along with the erection of a new 2 storey building to provide 8 flats, following the demolition of the existing outbuildings, as well as car parking, landscaping, access and associated works.</p> <p>The proposal is considered to be a sustainable form of development reusing an existing locally listed building for a residential use, along with the provision of a new building in a design which pays due regard to the locally listed building and will make a positive contribution to the street scene in this Town Centre location. Consequently, the proposal, is acceptable on design grounds. It would be an efficient use of land providing a good standard of housing, with sufficient amenity space provision. It is considered to be acceptable in terms of flooding, and will conform to policies on highway issues, parking provision and renewable energy.</p>		
Recommended Decision	This planning application is recommended for approval.		

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:

- SP1 (Location of Development)
- LO1 (Flooding)
- SP2 (Housing Provision)
- HO1 (Providing for New Housing Development)
- HO4 (Housing Size and Type)
- HO5 (Housing Density)
- SP6 (Maintaining and Improving the Environment)
- EN1 (Design of New Development)
- EN3 (Air Quality)
- EN5 (Buildings of Architectural and Historic Interest))
- EN15 (Development on Land Affected by Contamination)
- EM1 (Employment Development)
- TC3 (Development in Ashford, Shepperton and Sunbury Cross Centre)
- SP7 (Climate Change and Transport)
- CC1 (Renewable Energy, Energy Conservation and Sustainable Construction)
- CC2 (Sustainable Travel)
- CC3 (Parking Provision)

1.2 Also relevant are the following Supplementary Planning Documents/Guidance:

- SPD on Design of Residential Extensions and New Residential Development
- SPG on Parking Standards

1.3 The advice contained within the National Planning Policy Framework (NPPF) 2018 is also relevant.

2. **Relevant Planning History**

98/00253/FUL Construction of storage building to replace existing enclosure for storage.

Granted
12.06.1998

STAINES/ COU/P16210	Change of use of post office garage, stores and W.C.s to store and W.C. s. ancillary to new sorting office.	Refused 02.08.1973
STAINES /FUL/P16211	Erection of a single-storey sorting office.	Refused 02.08.1973

3. **Description of Current Proposal**

- 3.1 The site comprises an area of 0.16ha and is located to the north/west of Knapp Road to the south of Clarendon Primary School, which is a locally listed building. On the opposite side of Knapp Road to the south is the Old Fire Station which is currently in a retail use. Beyond this is the old public house of the Royal Hart, which is now used as an antiques shop. To the west of the site is Church Road which begins to increase in height forming a bridge over the railway line to the north and as such the land is adjacent to the embankment to the west. The site comprises the existing old post office building which is a locally listed building with its distinct design. The site is currently used as Peter Dobles bathroom store with a number of large outbuildings adjacent to the boundary with the school to the north of the site and car park. The site is accessed via Knapp Road to the east.
- 3.2 The site is located within the urban area and within Ashford Town centre. It is within the town centre designated Employment Area and the defined shopping areas.
- 3.3 Although the site is located within the town centre, there are residential properties in close proximity, including the detached and semi-detached houses to the east along Village Way. There are a large number of commercial uses at ground floor level in the area including those properties fronting Church Road and Woodthorpe Road, some with residential use above.
- 3.4 The common height of buildings in this location is 2 storey including the houses along Village Way to the east. Properties opposite on Church Road are taller, although these are in their own street scene context with the bridge having the impact of segregating the subject site from these properties on the opposite side of Church Road.
- 3.5 The proposal is for the conversion of the existing old post office building which is locally listed to 6 flats with various alterations including creating a mezzanine floor. In addition it involves the erection of a new 2 storey block to the rear of the site following the demolition of the existing outbuildings to provide an additional 8 flats, along with the proposed parking, landscaping and access. The proposed new block has been designed in character with the design of the existing locally listed building on the site. It will be built of bricks with a tiled pitched roof, traditional in design with a parapet feature on the front elevation centrally to provide symmetry.

- 3.6 The existing access to the east of Knapp Road, close to the entrance with Clarendon School, will be modified but continued to be used to access the site. Parking spaces for 5 cars will be provided to the front of the access and proposed buildings. Refuse storage facilities will be provided adjacent to the highway, and landscaping will be used to soften the car parking areas and buildings and provide some amenity space for the proposed residents.
- 3.7 The proposed site layout and elevation plans are provided as an Appendix.

4 Consultations

- 4.1 The following table shows those bodies consulted and their response.

Consultee	Comment
County Highway Authority	No objection subject to conditions
Environment Agency	No comments received
Conservation and Listed Buildings Officer	No objection
Group Head Neighbourhood Services (refuse)	No objection
Sustainability Officer	No objection. Recommends conditions
Local Lead Flood Authority (Surrey County Council)	No objection. Recommends conditions
Crime Prevention Officer	No objection. Makes a number of detailed security related comments. Requests a condition to require the development to achieve the Secure by Design award.
Tree Officer	No objection.
Thames Water	No objection with regard to sewage infrastructure.
Environmental Health (Contaminated land)	No objection. Recommends conditions
Environmental Health (Air Quality)	No objection. Recommends conditions
Environmental Health (construction/dust)	No objection. Recommends conditions
SCAN (Spelthorne Committee for Access Now)	Comments that there is a lack of disabled access to flats, facilities and parking provision

5. Public Consultation

5.1 Neighbouring properties were notified of the planning application. Furthermore, statutory site notices were displayed and the application was advertised in the local press. Letters have been received from 24 properties including Clarendon School. These range from ones nearby along Village Way but also further afield from other roads in Ashford

5.2 Reasons for objecting include:-

- danger to school children
- noise and disturbance
- loss of access during construction
- lack of parking
- too large on corner location
- do not need more flats in Ashford – former Brooklands site under development for large no. of units.
- loss of sunlight to no. 2 Village Way
- overlooking and loss of privacy to no. 2 Village Way
- increase traffic
- highway safety issues
- overbearing
- overdevelopment
- reduction in house value
- access too close to school, cause safety issues with school users
- location of new block is too close to school, concerns about safety and safeguarding of children
- lack of facilities such as doctors and schools
- more history being pulled down for ugly new builds
- the land should be used to extend Clarendon School, doctors or dentist
- residential use not suitable on commercial site and area.
- plans do not show school clearly enough.

6. Planning Issues

- Principle of the development
- Housing density
- Reuse of locally listed building
- Design and appearance.
- Residential amenity
- Highway issues
- Parking provision
- Flooding
- Renewable energy
- Dwelling mix
- Impact on trees
- Air quality

7. **Planning Considerations**

Need for housing

- 7.1 In terms of the principle of housing development regard must be had to paragraphs 59-61 of the National Planning Policy Framework (NPPF) which state the following:-

“Para 59. To support the Government’s objective of significantly boosting the supply of homes, it is important that a sufficient amount and variety of land can come forward where it is needed, that the needs of groups with specific housing requirements are addressed and that land with permission is developed without unnecessary delay.

Para 60. To determine the minimum number of homes needed, strategic policies should be informed by a local housing need assessment, conducted using the standard method in national planning guidance – unless exceptional circumstances justify an alternative approach which also reflects current and future demographic trends and market signals. In addition to the local housing need figure, any needs that cannot be met within neighbouring areas should also be taken into account in establishing the amount of housing to be planned for.

Para 61. Within this context, the size, type and tenure of housing needed for different groups in the community should be assessed and reflected in planning policies (including, but not limited to, those who require affordable housing, families with children, older people, students, people with disabilities, service families, travellers, people who rent their homes and people wishing to commission or build their own homes).”

- 7.2 When considering planning applications for housing local planning authorities should have regard to the government’s requirement that they boost significantly the supply of housing, and meet the full objectively assessed need for market and affordable housing in their housing area so far as is consistent policies set out in the National Planning Policy Framework (NPPF).
- 7.3 Para 11 of the NPPF stresses the presumption in favour of sustainable development and that proposals which accord with a development plan should be approved without delay noting that:
“...Where there are no relevant development plan policies, or the policies which are most important for determining the application are out-of-date, granting permission unless:
(i) *the application of policies in this Framework that protect areas or assets of particular importance provides a clear reason for refusing the development proposed; or*
(ii) *any adverse impacts of doing so would significantly and demonstrably outweigh the benefits, when assessed against the policies in this Framework taken as a whole.”*
- 7.4 The Council has embarked on a review of its Local Plan and accepts that the housing target in its Core Strategy and Policies DPD-Feb 2009 of 166 dwellings per annum is significantly short of its latest objectively assessed need of 552-757 dwellings per annum (Para 10.42 – Strategic Housing Market

Assessment – Runnymede and Spelthorne – Nov 2015). In September 2017, the government produced a consultation paper on planning for the right homes in the right places which included proposals for a standard method for calculating local authorities' housing need. A figure of 590 dwellings per annum for Spelthorne was proposed by the application of this new approach. The draft methodology has yet to be formally adopted by the Government and is being reviewed in the light of the new 2016 household projection forecasts which appeared to indicate lower growth rates. The Government is now consulting on changes to the standard methodology in the light of these new forecasts and, for the time being, the Council will continue to rely on the provisional figure of 590 based on the 2014 household formation projections as suggested by the Government in its latest consultation (Oct – Dec 2018). Despite recent uncertainties the draft methodology provides the most recent calculation of objectively assessed housing need in the Borough and is therefore the most appropriate for the Council to use in the assessment of the Council's five-year supply of deliverable sites.

- 7.5 In using the new objectively assessed need figure of 590 as the starting point for the calculation of a five year supply it must be borne in mind that this does not represent a target as it is based on unconstrained need. Through the Local Plan review the Borough's housing supply will be assessed in light of the Borough's constraints which will be used to consider options for meeting need. The Council has now published its Strategic Land Availability Assessment (SLAA) which identifies potential sites for future housing development over the plan period.
- 7.6 The sites identified in the SLAA as being deliverable within the first five years have been used as the basis for a revised 5-year housing land supply figure. Whilst this has shown that notionally we have identified sufficient sites to demonstrate that we have a five year supply of housing sites we have recently been advised that we need to apply an additional 20% buffer rather than the previously used 5%. This is because Government guidance (NPPF para 74) requires the application of a 20% buffer "where there has been significant under delivery of housing over the previous three years. When assessed against the adopted Local Plan annual requirement figure of 166 the Council has delivered well in excess of the requirement. However, we now have to have regard to the draft Objectively Assessed Need figure of 590 dwellings per annum and, on this basis, the Council has failed to deliver a sufficient number of dwellings in recent years. It therefore has no choice now but to apply the additional buffer for the five year period from 1 April 2019 to 31 March 2024. The effect of this increased requirement is that the identified sites only represent some 4.5 year supply and accordingly the Council cannot at present demonstrate a five year supply of deliverable housing sites.
- 7.7 As a result, current decisions on planning applications for housing development need to be based on the "tilted balance" approach as set out in paragraph 11 of the NPPF (2018) which requires that planning permission should be granted unless "any adverse impacts of so doing would significantly and demonstrably outweigh the benefits when assessed against the policies in this Framework taken as a whole"

- 7.8 Having regard to the proposed development and taking into account the above and adopted policy HO1 which encourages new housing development, it is considered that particular weight should be given to the merits of this development. In the urban area it should also be noted that each planning application must be assessed in its own right and permission cannot be refused on the basis that other schemes for housing have been approved nearby.

Principle of the development

- 7.9 As noted above, Policy HO1 of the Local Plan is concerned with new housing development in the Borough. HO1 (c) encourages housing development on all sustainable sites, taking into account policy objectives and HO1 (g) states that this should be done by:

“Ensuring effective use is made of urban land for housing by applying Policy HO5 on density of development and opposing proposals that would impede development of suitable sites for housing.”

- 7.10 As referred to above, the NPPF emphasise the government’s overall housing objective to significantly boost the supply of housing.
- 7.11 The site is within the urban area and is a brownfield site within an accessible location, close to local facilities and public transport links. The creation of residential units at the site is considered to be acceptable in principle.
- 7.12 Policy TC3 relates to development in the employment and retail areas of the three centres, Ashford, Shepperton and Sunbury Cross. It seeks to maintain their current role and give support to proposals that enhance their vitality and viability and encourages in principle a mix of uses which may contribute positively to the centres. Policy TC3 should be read in conjunction with Policy EM1 which seeks to maintain the current level of employment floor space within the defined Employment Areas. In relation to Ashford, it notes that redevelopment which improves the centre will be supported and seeks to maintain a balance between retail and non-retail uses in the shopping frontages, in which the majority of units remain in retail use. It goes on to say that exceptionally a non-retail use may be accepted where it is demonstrated that it will contribute to the long term vitality and viability of the centre. However, it should be noted that current permitted development rights allow the change of use from retail to residential under a Prior Approval application with no assessment of amenity. As such the benefits of this scheme are that units with good amenity levels are to be provided, it retains the locally listed building and the residents of the proposal scheme will use the High Street and its facilities, adding to the town centres viability. In addition the site is located at the end of the main shopping and employment area, adjacent to residential uses and not within the main shopping frontage. As such it is not considered that an objection could be raised to the loss of the existing retail unit or its employment provision and in addition the creation of residential units at the site is considered to be acceptable in principle.

Housing density

- 7.13 Policy HO5 in the Core Strategy Policies DPD 2009 (CS & P DPD) sets out density ranges for particular context but prefaces this at paragraph 6.25 by stating:

“Making efficient use of potential housing land is an important aspect in ensuring housing delivery. Higher densities mean more units can be provided on housing land but a balance needs to be struck to ensure the character of areas is not damaged by over-development.”

- 7.14 Policy HO5(c) states that within Ashford, Shepperton and Sunbury Cross centres, new development should generally be in the range of 40 to 75 dwellings per hectare.

- 7.15 The proposal is for 14 units and is on a site of some 0.16 ha, equating to 87.5 dwellings per hectare (dph). Whilst the proposed density is above the recommended 40-75 dph range stipulated in Policy HO5, the policy states that, *‘Higher density developments may be acceptable where it is demonstrated that the development complies with Policy EN1 on design particularly in terms of its compatibility with the character of the area and is in a location that is accessible by non car based modes of travel.’* It is important to note that any mathematical density figure is in part a product of the mix of units proposed. In this case all 14 units are 1 bed or 2 beds and accordingly it is possible to accommodate many more small units within a given floor space and an acceptable numerical density can be much higher. Therefore, whilst the development is above 75 dph, it is considered that the proposed density is acceptable in this particular sustainable location. The proposal is considered to comply with the Policy EN1 which is explained in the following paragraphs.

Re-use of Locally Listed Building

- 7.16 The main building on the site was constructed in 1931 as a post office and sorting office. The post office closed some 25 years ago and the premises has been used as a plumber’s merchant and retail showroom for the sale and display of bathroom fixtures to trade and the public. The property is a locally listed building with many of the original features remaining. It is listed in the Spelthorne Local List Feb 2004 (ref LL/076), which notes that the property is, *‘...Early 20th Century neo-Georgian style. Single storey, steeply pitched plain tiled hipped roof. Symmetrical with raised parapetted centre section. Red brick, barred windows generally. Three brick arches in centre section span main entrance and adjacent windows; stepped string painted white. Tall flanking windows break eaves line on side elevation.’*
- 7.17 Policy EN5 of the Core Strategy and Policies DPD notes that the Council will seek to preserve its architectural and historic heritage. The foreword in paragraph 10.27 states that:-

‘Buildings on the local list do not have the same legal protection over demolition, alterations and minor extensions. However, the Council will oppose redevelopment proposals that would involve their loss, or unsympathetic proposals that would damage their character and setting.’

- 7.18 The Council's Conservation Officer was consulted and raises no objection to the proposal. He notes that. *'...Both the old Post Office and the primary school on the adjacent land are locally listed buildings. The new build block has the potential to affect the setting of the school building, however the design of this new block is competent and sympathetic to the character of the school building. Also the new block relates, stylistically, very well to the character of the retained Old Post Office building in form, materials and scale. The Old Post Office is characterised by its dominant roof form and this has been retained largely unaltered save for new roof windows and a limited number of well-proportioned dormers. This has enabled much of the large attic volume to be utilised for accommodation without destroying the essential character of the building. I have no design or heritage asset criticisms of this proposal.'*
- 7.19 As such the re-use of the existing locally listed building is considered to be a benefit of the scheme and ensures that this heritage asset is retained and not lost. As such the re-use of the locally listed building should be afforded significant weight and the proposal is considered to accord with Policy EN5.

Design and appearance

- 7.20 Policy EN1a of the CS & P DPD 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 and land."*
- 7.21 The existing locally listed building will be retained and modified in order to accommodate residential units, including the installation of a mezzanine level inside. Externally the building will remain very much like it is now, with the retention of all the window openings, which form part of the main character of the building. There will be the removal of a ground floor element to the north, installation of 2 small roof dormers in the sides of the roof and the introduction of some roof lights to serve the units, while some existing larger roof lights will be removed. The proposal also includes the introduction of doors and windows particularly at ground level, which are considered to be in keeping with the design of the existing building, most of which line up with and replace existing fenestration. The proposal is considered to pay due regard to the character of the host building and will enable the conversion of the locally listed building to a residential use. As such these changes to the building will have an acceptable impact on the character.
- 7.22 The proposed new building will replace the existing outbuildings located at the rear of the site. They are located across the back of the site. The one in the north western corner is set away from the boundary and the one to the north east, closest to Knapp Road is abutting the northern boundary with the school. The buildings have pitched roofs with a maximum height of 6m, and one has a flat roofed section. There is a gap between the 2 buildings. The proposed building will be 2 storey with a pitched roof and will extend across

most of the width of the plot, some 35m in length and 7m in depth. It will be set back from the northern boundary by approx 1.5m. The building will have a lower eaves and ridge height to the side elements, with the first floor windows located within the roof form. The middle section of the proposed building will have a parapetted feature, and the ridge of the roof will be taller, providing a symmetrical design. It will be built of materials to match the existing building and the design is considered to pay due regard to the design and character of the existing locally listed building on the site which is to be retained.

- 7.23 Landscaping is to be provided around the buildings which will help to provide an attractive setting to the well-designed buildings and to provide a good standard of amenity for future occupants. This will help to complement the proposed built form and visual amenities of the area. The access to the site will remain as existing and the proposal will provide 5 parking spaces which will allow for better landscaping and limit the amount of hardstanding at the site. The scheme is considered to provide an attractive form of development, which will have its own sense of place and provide an attractive place to live, adding to the visual amenity of the area, while retaining a heritage asset. As such the proposed development is considered to be acceptable in design terms, and will make a positive impact on the street scene of Knapp Road and the surrounding area, conforming to policy EN1.
- 7.24 With regard to the comments from SCAN (Spelthorne Committee for Access Now) the proposed ground floor has been designed to be at a similar level to the existing ground level. Ramps could be incorporated into the scheme, and also includes the conversion of an existing building. There are no lifts provided for access to the upper floors and no disabled parking spaces provided. The units are reasonable in size and it is considered that they could be adapted if necessary to disabled occupiers. The proposal is acceptable on planning grounds and the applicant will need to carry out the development in accordance with part M of the Building Control regulations requirement (access to and use of building).

Impact on neighbouring residential properties

- 7.25 Policy EN1b of the CS & P DPD states that:

“New development should 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 or outlook.”

- 7.26 The Council's Supplementary Planning Document on the Design of Residential Extensions and New Residential Development 2011 (SPD) sets out policies requirements in order to ensure this is met.
- 7.27 The SPD in para 3.6 acknowledges that ‘most *developments will have some impact on neighbours, the aim should be to ensure that the amenity of adjoining occupiers is not significantly harmed.*’ It sets out minimum separation distances for development to ensure that proposals do not create unacceptable levels of loss of light, be overbearing or cause loss of privacy or outlook. These are set as a minimum for 2 storey development of 10.5m for

back to boundary distance, and 21m for back to back development. Three storey development has a back to boundary distance of 15m and back to back distance of 30m. There is also a minimum distance for back to flank elevations of 13.5m (2 storey) and 21m (3 storey).

- 7.28 The site is located to the south of Clarendon School. The closest residential properties are located to the west on the opposite side of the road at Village Way. These are a single detached and semi-detached dwellings which face towards the application site. The proposed units are not full 2 storey, with the first floor accommodation provided within the roof space and the proposal also involves the conversion of an existing building. In addition the distance between the buildings is in excess of 20m, and the space between the properties is the public domain. Therefore it is considered that the proposal will have an acceptable relationship with the existing dwellings and will not cause significant overlooking, loss of privacy or overbearing/overshadowing or loss of light impacts. Residential properties on the other side of Church Road located above the commercial units are also located some distance away and partly shielded by the bridge, as such the proposal will have an acceptable impact on the amenity of neighbouring residential properties and accords with the SPD and Policy EN1.
- 7.29 The site is located in close proximity to Clarendon School. The flats in the proposed new building will have windows serving their open plan kitchens and bathrooms on the elevation facing the school. These windows will be obscurely glazed and as such they will not provide an outlook or allow the future occupants to overlook the school premises from their dwellings. The building will be located 1.5m from the boundary with the school and will extend across the width of the application site, some 35m with a height of 4m to the lower eaves (5m to higher eaves) and overall height of 8m to the main ridge and 8.5m to the taller ridge). The proposed building will replace 2 smaller and lower outbuildings and the school is not a residential use. As such the location of the proposed building is not considered to give rise to a loss of light or over-shadowing impact or indeed loss of privacy issues that would cause detriment to the school or its staff or pupils. As such the proposed building is considered to have an acceptable relationship with the existing school.

Amenity Space

- 7.30 The Council's SPD on Residential Extension and New Residential Development 2011 provides general guidance on minimum garden sizes (Table 2 and paragraph 3.30). In the case of flats it requires 35 sqm per unit for the first 5 units, 10 sqm for the next 5 units and 5 sqm per unit thereafter. On this basis some 245 sq. m would be required for the 14 flats. The flats have access to landscaped areas of the site including an area of grass to the west of the site with an area of approximately 180 sq. m which will have some benefit and use by residents of the units but is below the minimum SPD standard. It should be noted that the site has landscape areas to the front of the properties which will add to the visual amenities of the locality and benefit not only the future occupants but improve the street scene. The site is located within the town centre and in addition there is a public green space located a short walk away, over the railway bridge on the opposite side of the road with

a pedestrian crossing accessing it, outside St James School. There is also a park along Woodthorpe Road. As such the amenity space provision at this site is considered to be acceptable in this location.

Proposed dwelling sizes

- 7.31 The SPD on the Design of Residential Extensions and New Residential Development 2011 sets out minimum floorspace standards for new dwellings. These standards relate to single storey dwellings including flats, as well as to 2 and 3 storey houses. For example, the minimum standard for a 1-bedroom flat for 2 people is 50 sqm.
- 7.32 The Government has since published national minimum dwelling size standards in their “*Technical Housing Standards – nationally described space standard*” document dated March 2015. These largely reflect the London Housing Design Guide on which the Spelthorne standards are also based. The standards are arranged in a similar manner to those in the SPD and includes minimum sizes for studio flats. This national document must be given substantial weight in consideration of the current application in that it adds this additional category of small dwellings not included in the Council’s Standards.
- 7.33 All of the proposed 2 bed flats exceed the 61 sq. m minimum requirement. The existing old post office building proposes 3 one bed units with the bedroom located in the roof space. The bedroom floor space at first floor level is set away from the external wall with a void below to accommodate the design of the large windows above ground level. This will provide a larger sense of space than the actual floor area provided. These 1 bed flats will have a floor area of some 42.5 sq. m which accords with the minimum of 1 bed 1 person flats of 39 sq. m but is below the 1 bed 2 person requirement of 50 sq. m. The floor space provided is below the guidance for a 1 bed 2 person flat, however, it is considered to be acceptable in this instance given the fact that accommodation is provided within an existing locally listed building which will be retained and the flats would provide an attractive living space. The units in the new building will have a good outlook to the front towards the landscaping and parking areas with the scheme providing its own sense of place with a courtyard feel. Therefore, it is considered that their standard of amenity overall to be acceptable.

Highway and parking provision

- 7.34 Policy CC2 of the CS & P DPD states that:

“The Council will seek to secure more sustainable travel patterns by: ... (d) only permitting traffic generating development where it is or can be made compatible with the transport infrastructure in the area taking into account: (i) number and nature of additional traffic movements, including servicing needs; (ii) capacity of the local transport network; (iii) cumulative impact including other proposed development; (iv) access and egress to the public highway; and (v) highway safety.

- 7.35 Policy CC3 (Parking Provision) of the CS & P DPD states that the Council will require appropriate provision to be made for off-street parking in development proposals in accordance with its maximum parking standards.
- 7.36 On 20 September 2011 the Council's Cabinet agreed a 'Position Statement' on how Policy CC3 should now be interpreted in the light of the Government's recent parking policy changes. The effect of this is that the Council will give little weight to the word 'maximum' in relation to residential development when applying Policy CC3 and its residential parking standards will generally be applied as minimum (maximum parking standards continue to be applicable in relation to commercial development).
- 7.37 The proposed parking provision for the site is 5 spaces. The Council's Parking Standards as set out in the Supplementary Planning Guidance requires 1.25 spaces per 1 bed unit and 1.5 spaces per 2 bed unit. As such the current proposal for 14 units (11 no. 1 bed and 3 no. 2 bed) would require 18.25 rounded up to 19 car parking spaces. The SPG goes on to state that a reduction in parking requirement will normally only be allowed in the following situations within the borough 4 town centres defined in the Core Strategy: where public transport accessibility is generally high including frequency and quality of train and bus services, distance to public transport nodes, pedestrian and cycling routes and the range and quality of facilities supportive of residential development within a reasonable walking distance, e.g. retail, leisure, education and possibly employment. It also goes on to state that other situations which are relevant to less parking provision include units specifically designed for single person occupation and residential conversions where there are limited off street parking opportunities both of which are also relevant to this scheme. As such it is not considered that the proposal could be refused on parking grounds and accords with parking policy.
- 7.38 The County Highway Authority (CHA) have been consulted and note that *'...the submitted application proposes 5 parking spaces for 14 residential units. This is less than a third of the parking provision recommended by Spelthorne Borough Council's Parking Standards. The parking standards do, however, state that parking provision can be reduced in locations which are well suited to enabling sustainable travel, and where residents are not likely to be reliant on a private car. The application site is located a suitable distance from Ashford Rail Station and local bus stops on Church Road to make these modes viable. There are also a number of key amenities within walking distance of the site in Ashford Town Centre. It is, therefore, considered that the site is suitably located to justify a reduced parking provision. Due to the parking restrictions on the local roads, it is unlikely that any overspill parking that may be generated by the development will result in on-street parking in a location that will compromise highway safety.'*
- 7.39 The proposal for the provision of 5 car parking spaces will limit the number of vehicles accessing and leaving the site, in particular it is considered that the use by vehicles at the site will be less intense than the current use as a bathroom showroom and retail unit, which has deliveries by large lorries, and staff and customers (including trade) accessing the site throughout the day. As such it is not considered that the proposal will result in a greater impact

compared to the existing use and therefore will not result in a significant impact in terms of traffic generation.

- 7.40 Therefore given the above and the fact that the majority of the units are 1 bedroom and the site is located in a highly accessible location, close to local facilities, the proposed parking provision is acceptable. This meets the policy requirements and it should also be noted that future occupants will be aware of the parking provision and whether they have an allocated parking space or not when they choose to live here. The CHA has raised no objection to the proposed scheme on highway safety grounds or parking provision. As such it is considered that the scheme is acceptable in terms of policies CC2 and CC3 on highway and parking issues.

Flooding

- 7.41 Policy LO1 of the CS & P DPD states that the Council will seek to reduce flood risk and its adverse effects on people and property in Spelthorne by not requiring all development proposal within Zones 2, 3a and 3b and development outside the area (Zone 1) on sites of 0.5ha or of 10 dwellings or 1000sqm of non-residential development or more, to be supported by an appropriate Flood Risk Assessment (FRA).
- 7.42 The site is located within Flood Zone 1, which has a low probability of flooding with a less than 1 in 1000 year chance of flooding, and no uses are precluded on flooding grounds. The applicant has submitted a Flood Risk Assessment & Surface Water Drainage Strategy, as is required by Policy LO1 of the CS & P DPD.
- 7.43 In terms of flood risk, given the development site is located outside of the high flood risk area and as displayed in the FRA there is no risk to the future occupants of the site from flooding.
- 7.44 The Lead Local Flood Authority at Surrey County Council has been consulted in regards to the SUDS and have made no objection subject to conditions.
- 7.45 The Environment Agency (EA) was consulted and have made no comment.

Renewable Energy

- 7.46 Policy CC1 of the CS & P DPD states that the Council will require residential development of one or more dwellings and other development involving new building or extensions exceeding 100 sqm to include measures to provide at least 10% of the development's energy demand from on-site renewable energy sources unless it can be shown that it would seriously threaten the viability of the development.
- 7.47 The applicant has been indicated that their proposed renewable energy option to provide a total reduction of at least 10% would be solar panels. The Council's Sustainability Officer has been consulted and raises no objection subject to condition. Therefore the proposal is acceptable on these grounds.

Dwelling mix

- 7.48 Policy HO4 of the CS & P DPD (Housing Size and Type) states that the Council will ensure that the size and type of housing reflects the needs of the community by requiring developments that propose four or more dwellings to include at least 80% of their total as one or two bedroom units.
- 7.49 The proposal complies with the requirements of Policy HO4 with all 14 of the units being one and two bedroomed.

Impact on Trees/Landscaping

- 7.50 The applicant has submitted a Tree Survey as there is a tree located adjacent to the site within the grounds of Clarendon School. The report notes that the tree is unlikely to be impacted by the proposal and is not considered to affect the living conditions of the new units in particular in terms of overshadowing or loss of light impact. The Council's Tree Officer has raised no objection to this noting the tree has little merit. In addition the landscape plan shows tree planting, paths and hedgerows to the frontages of the site, including the amenity area with pedestrian access along Knapp Road. This will provide a pleasant visual amenity to future occupants and to the locality and complement the proposed and existing buildings.
- 7.51 Amenity spaces will also be landscaped with grass and trees. In addition landscaping will be used around car park areas to help break up hardstanding and add visual interest which will help to enhance the proposed development and is considered to be acceptable.

Contaminated Land

- 7.52 The applicant has submitted an Environmental Statement, which is particularly important as the proposal introduces new residential development onto the site and reflects our standard precautionary approach to contamination risk. The Council's Pollution Control Officer has raised no objection but has requested conditions to be imposed requiring a further investigation to be carried out to refine risks and remediation measures. Subject to these conditions, the proposal is considered acceptable in accordance with Policy EN15.

Air quality

- 7.53 The applicant has submitted an Air Quality Assessment (AQA), as is required by Policy EN3 of the CS & P DPD. The AQA assesses the impact of both construction and operational impacts of the proposed development and recommends mitigation measures.
- 7.54 The Council's Pollution Control section was consulted on the application and has raised no objection, but has recommended conditions.

Refuse Storage and Collection

- 7.55 The layout of the site has been designed to ensure that refuse vehicles can easily carry out their collection at the front of the site. Refuse storage areas

have been located to the front of the site and is also easily accessible by future residents.

- 7.56 The Council's Group Head of Neighbourhood Services has raised no objection to the arrangement. Furthermore, the County Highway Authority has raised no objection on this particular issue. Accordingly, the proposed refuse storage and collection facilities are acceptable.

Financial Considerations

- 7.57 Under S155 of the Housing and Planning Act 2016, Local Planning Authorities are now required to ensure that potential financial benefits of certain development proposals are made public when a Local Planning Authority is considering whether or not to grant planning permission for planning applications which are being determined by the Council's Planning Committee. A financial benefit must be recorded regardless of whether it is material to the Local Planning Authority's decision on a planning application, but planning officers are required to indicate their opinion as to whether the benefit is material to the application or not. In consideration of S155 of the Housing and Planning Act 2016, the proposal is a CIL chargeable development, but the existing floor space is currently in use and can be deducted. As such it will generate a CIL payment based on £140 per square metre of approx. £69,000 in total. This money goes toward local infrastructure and as such is a material consideration in the determination of this planning application. The proposal will also generate a New Homes Bonus and Council Tax payments which are not material considerations in the determination of this proposal.

Conclusion

- 7.58 The proposal will secure the redevelopment of a previously developed site, reuse and retain a locally listed building of value which should be afforded significant weight, make effective use of urban land in a sustainable location, and meet a need for housing. As noted previously the "tilted balance" approach as set out in paragraph 11 of the NPPF (2018) requires that planning permission should be granted unless "any adverse impacts of so doing would significantly and demonstrably outweigh the benefits when assessed against the policies in this Framework taken as a whole" There is a presumption in favour of sustainable development, and the benefits of the scheme in this sustainable location clearly outweighs any harm, as such the NPPF requires permission to be granted.
- 7.59 Therefore, the proposal to provide 14 units by building a 2 storey block of 8 units and also utilising the existing locally listed building on the site is considered to be acceptable and the application is recommended for approval.

8. Recommendation

- 8.1 GRANT subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: - This condition is required by Section 91 of the Town and Country Planning Act, 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

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

P01, P02, P03, P04, P05, P06, P07, P08, P09P10, P11 rec on 11.10.2018 and amended plan no. 01A and 05A received on 21.01.2019

Reason: - For the avoidance of doubt and in the interest of proper planning

3. No development above damp-proof course level shall take place until details of the materials and detailing to be used for the external surfaces of the buildings and surface material for parking areas are submitted to and approved by the Local Planning Authority. The development shall then be constructed in accordance with the approved materials.

Reason:- To ensure that the proposed development does not prejudice the appearance of the development and the visual amenities and character of the locality, in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

4. No development shall take place until:-

(a) A comprehensive desk-top study, carried out to identify and evaluate all potential sources and impacts of land and/or groundwater contamination relevant to the site, has been submitted to and approved in writing by the Local Planning Authority.

(b) Where any such potential sources and impacts have been identified, a site investigation has been carried out to fully characterise the nature and extent of any land and/or groundwater contamination and its implications. The site investigation shall not be commenced until the extent and methodology of the site investigation have been agreed in writing with the Local Planning Authority.

(c) A written method statement for the remediation of land and/or groundwater contamination affecting the site shall be agreed in writing with the Local Planning Authority prior to the commencement of remediation. The method statement shall include an implementation timetable and monitoring proposals, and a remediation verification methodology.

The site shall be remediated in accordance with the approved method statement, with no deviation from the statement without the express written agreement of the Local Planning Authority.

Reason:-

- (a) To protect the amenities of future residents and the environment from the effects of potentially harmful substances.

NOTE

The requirements of the above Condition must be carried out in accordance with current best practice. The applicant is therefore advised to contact Spelthorne's Pollution Control team on 01784 446251 for further advice and information before any work commences. An information sheet entitled "Land Affected by Contamination: Guidance to Help Developers Meet Planning Requirements" providing guidance can also be downloaded from Spelthorne's website at www.spelthorne.gov.uk.

In accordance with policies SP6 and EN15 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

- 5 Prior to the first use or occupation of the development, and on completion of the agreed contamination remediation works, a validation report that demonstrates the effectiveness of the remediation carried out shall be submitted to and agreed in writing by the Local Planning Authority.

Reason: - To protect the amenities of future residents and the environment from the effects of potentially harmful substances.

- 6. Following construction of any groundwork and foundations, no construction of the development above damp-proof course level shall take place until a report is submitted to and agreed by the Local Planning Authority which includes details and drawings demonstrating how 10% of the energy requirements generated by the development as a whole will be achieved utilising renewable energy methods and showing in detail the estimated sizing of each of the contributing technologies to the overall percentage. The detailed report shall identify how renewable energy, passive energy and efficiency measures will be generated and utilised for each of the proposed buildings to meet collectively the requirement for the scheme. The agreed measures shall be implemented with the construction of the building and thereafter retained.

Reason: - To ensure that the development is sustainable and complies with Policy SP7 and CC1 of the Spelthorne Development Plan Core Strategy and Policies DPD.

- 7. Details of a scheme of both soft and hard landscaping works shall be submitted to and approved in writing by the Local Planning Authority prior to the first occupation of any part of the development hereby approved. The approved scheme of tree and shrub planting and other associated works shall be carried out prior to first occupation of the buildings and/or site. The planting so provided shall be maintained as approved for a period of 5 years, such maintenance to include the replacement in the current or next planting season whichever is the

sooner, of any trees or shrubs that may die, are removed or become seriously damaged or diseased, with others of similar size and species, unless the Local Planning Authority gives written permission to any variation.

Reason: - To minimise the loss of visual amenity occasioned by the development and to enhance the proposed development.

8. Prior to the occupation of the buildings hereby permitted details including a technical specification of all proposed external lighting shall be submitted to and approved in writing by the Local Planning Authority. The agreed external lighting shall be implemented prior to the occupation of the buildings and shall at all times accord with the approved details.

Reason: - To safeguard the amenity of neighbouring residential properties, in the interest of security, and in the interest of wildlife.

9. No part of the development shall be first occupied unless and until the proposed modified access to Knapp Road has been constructed in accordance with the approved plans.

Reason: The condition above is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and to accord with the National Planning Policy Framework 2018 and policy CC2 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009

10. No development shall commence until a Construction Transport Management Plan, to include details of:
 - (a) parking for vehicles of site personnel, operatives and visitors
 - (b) loading and unloading of plant and materials
 - (c) storage of plant and materials
 - (d) no HGV movements to or from the site shall take place between the hours of 8.00 and 9.00 am and 3.00 and 4.00 pm nor shall the contractor permit any HGVs associated with the development at the site to be laid up, waiting, in Knapp Road, Church Road, Village Way or Station Road during these times
 - (e) on-site turning for construction vehicles has been submitted to and approved in writing by the Local Planning Authority.

Reason: The condition above is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and to accord with the National Planning Policy Framework 2018 and policy CC2 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009

11. The development hereby approved shall not be first occupied unless and until space has been laid out within the site in accordance with the approved plans for vehicles to be parked and for vehicles to turn so that they may enter and leave the site in forward gear. Thereafter the

parking and turning areas shall be retained and maintained for their designated purposes.

Reason: - This condition is required in order that the development should not prejudice highway safety, nor cause inconvenience to other highway users, and accord with the National Planning Policy Framework 2018 and policies CC2 and CC3 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009.

12. The development hereby approved shall not be first occupied unless and until facilities for the secure, covered parking of bicycles have been provided in accordance with the approved plans. Thereafter the approved cycle parking facilities shall be retained and maintained to the satisfaction of the Local Planning Authority for their designated purpose.

Reason: This condition is required in recognition of Section 4 "Promoting Sustainable Transport" in the National Planning Policy Framework 2018, and to accord with policy CC2 of Spelthorne Borough Council's Core Strategy and Policies Development Plan Document February 2009.

13. The development hereby permitted shall not commence until details of the design of a surface water drainage scheme have been submitted to and approved in writing by the planning authority. The design must satisfy the SuDS Hierarchy and be compliant with the national Non-Statutory Technical Standards for SuDS, NPPF and Ministerial Statement on SuDS. The required drainage details shall include:

a) Evidence that the proposed solution will effectively manage the 1 in 30 & 1 in 100 (+40%) allowance for climate change storm events, during all stages of the development (Pre, Post and during), associated discharge rates and storages volumes shall be provided using a maximum discharge rate of 5 litres/sec (as per the SuDS pro-forma or otherwise as agreed by the LPA).

b) Detailed drainage design drawings and calculations to include: a finalised drainage layout detailing the location of drainage elements, pipe diameters, levels, and long and cross sections of each element including details of any flow restrictions and maintenance/risk reducing features (silt traps, inspection chambers etc.).

c) Details of how the drainage system will be protected during construction and how runoff (including any pollutants) from the development site will be managed before the drainage system is operational.

d) Details of drainage management responsibilities and maintenance regimes for the drainage system.

e) A plan showing exceedance flows (i.e. during rainfall greater than design events or during blockage) and how property on and off site will be protected.

Reason: To ensure the design meets the national Non-Statutory Technical Standards for SuDS and the final drainage design does not increase flood risk on or off site.

14. Prior to the first occupation of the development, a verification report carried out by a qualified drainage engineer must be submitted to and approved by the Local Planning Authority. This must demonstrate that the drainage system has been constructed as per the agreed scheme (or detail any minor variations), provide the details of any management company and state the national grid reference of any key drainage elements (surface water attenuation devices/areas, flow restriction devices and outfalls).

Reason: To ensure the Drainage System is constructed to the National Non-Statutory Technical Standards for SuDS.

15. The development hereby approved shall not be first occupied unless and until there has been submitted to and approved in writing by the Local Planning Authority a plan indicating the positions, design, materials and type of boundary treatment to be erected. The boundary treatment shall be completed before the buildings are occupied. Development shall be carried out in accordance with the approved details and maintained as approved.

Reason:- To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties and the appearance of the locality, in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

16. The refuse and recycling facilities hereby approved shall be provided prior to the occupation of the development hereby approved and retained thereafter.

Reason:- To ensure that the proposed development does not prejudice the enjoyment by neighbouring occupiers of their properties and the appearance of the locality in accordance with policies SP6 and EN1 of the Spelthorne Borough Core Strategy and Policies Development Plan Document 2009.

Informatives to be attached to the planning permission

1. If it is the applicant's intention to offer any of the roadworks included in the application for adoption as maintainable highways, permission under the Town and Country Planning Act should not be construed as approval to the highway engineering details necessary for inclusion in an Agreement under Section 38 of the Highways Act 1980. Further details about the post-planning adoption of roads may be obtained from the Transportation Development Planning Division of Surrey County Council.

2. Notwithstanding any permission granted under the Planning Acts, no signs, devices or other apparatus may be erected within the limits of the highway without the express approval of the Highway Authority. It is not the policy of the Highway Authority to approve the erection of signs or other devices of a non-statutory nature within the limits of the highway.
3. The permission hereby granted shall not be construed as authority to carry out any works on the highway. The applicant is advised that prior approval must be obtained from the Highway Authority before any works are carried out on any footway, footpath, carriageway, or verge to form a vehicle crossover to install dropped kerbs. www.surreycc.gov.uk/roads-and-transport/road-permits-and-licences/vehicle-crossovers-or-dropped-kerbs
4. When a temporary access is approved or an access is to be closed as a condition of planning permission an agreement with, or licence issued by, the Highway Authority Local Highways Service will require that the redundant dropped kerb be raised and any verge or footway crossing be reinstated to conform with the existing adjoining surfaces at the developers' expense.
5. The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).
- 7 Section 59 of the Highways Act permits the Highway Authority to charge developers for damage caused by excessive weight and movements of vehicles to and from a site. The Highway Authority will pass on the cost of any excess repairs compared to normal maintenance costs to the applicant/organisation responsible for the damage.
8. The applicant's attention is drawn to the ACPO/Home Office Secured by Design (SBD) award scheme, details of which can be viewed at www.securedbydesign.com.
9. With regard to surface water drainage it is the responsibility of a developer to make proper provision for drainage to ground, water courses or a suitable sewer. In respect of surface water it is recommended that the applicant should ensure that storm flows are attenuated or regulated into the receiving public network through on or off site storage. When it is proposed to connect to a combined public sewer, the site drainage should be separate and combined at the final manhole nearest the boundary. Connections are not permitted for the removal of groundwater. Where the developer proposes to discharge to a public sewer, prior approval from Thames Water Developer Services will be required. They can be contacted on 0800 009 3921. Reason - to ensure that the surface water discharge from the site shall not be detrimental to the existing sewerage system.

10. A Groundwater Risk Management Permit from Thames Water will be required for discharging groundwater into a public sewer. Any discharge made without a permit is deemed illegal and may result in prosecution under the provisions of the Water Industry Act 1991. We would expect the developer to demonstrate what measures he will undertake to minimise groundwater discharges into the public sewer. Permit enquiries should be directed to Thames Water's Risk Management Team by telephoning 02035779483 or by emailing wwqriskmanagement@thameswater.co.uk. Application forms should be completed on line via www.thameswater.co.uk/wastewaterquality.
11. Please note that this application is subject to the payment of Community Infrastructure Levy (CIL). Full details of the charge, how it has been calculated and what happens next are set out in the CIL Liability Notice which will be sent separately.

If you have not already done so an Assumption of Liability notice should be sent to the Council as soon as possible and before the commencement of development.

Further information on CIL and the stages which need to be followed is available on the Council's website. www.spelthorne.go.uk/CIL.

- 12 You are advised that the Council will expect the following measures to be taken during any building operations to control noise, pollution and parking:
- a) A detailed specification of demolition and construction works at each phase of development including consideration of all environmental impacts and the identified remedial measures;
 - b) Site perimeter automated noise and dust monitoring;
 - c) Engineering measures to eliminate or mitigate identified environmental impacts e.g. hoarding height and density, acoustic screening, sound insulation, dust control measures, emission reduction measures, location of specific activities on site, etc.;
 - d) Arrangements for a direct and responsive site management contact for nearby occupiers during demolition and/or construction (signage on hoardings, newsletters, residents liaison meetings, etc.)
 - e) A commitment to adopt and implement of the ICE Demolition Protocol and Considerate Contractor Scheme;
 - f) To follow current best construction practice BS 5228-1:2009+A1:2014 'Code of practice for noise and vibration control on construction and open sites',
 - g) BS 7385-2:1993 Evaluation and measurement for vibration in buildings. Guide to damage levels from ground borne vibration,
 - h) BS 6472-1:2008 'Guide to evaluation of human exposure to vibration in buildings - vibration sources other than blasting,
 - i) Relevant EURO emission standards to comply with Non-Road Mobile Machinery (Emission of Gaseous and Particulate Pollutants) Regulations 1999,
 - j) Relevant CIRIA practice notes, and
 - k) BRE practice notes.

- l) Site traffic – Routing of in-bound and outbound site traffic, one-way site traffic arrangements on site, location of lay off areas, etc.;
- m) Site waste Management – Accurate waste stream identification, separation, storage, registered waste carriers for transportation and disposal at appropriate destinations.
- n) Noise mitigation measures employed must be sufficient to ensure that the noise level criteria as outlined in BS8233:2014 and WHO guidelines is achieved.

Further details of these noise and pollution measures can be obtained from the Council's Environmental Health Services Unit. In order to meet these requirements and to promote good neighbourliness, the Council recommends that this site is registered with the Considerate Constructors Scheme - www.ccscheme.org.uk/index.php/site-registration.

13. The applicant is advised that the essential requirements for an acceptable communication plan forming part of a Method of Construction Statement are viewed as:
 - (a) How those likely to be affected by the site's activities are identified and how they will be informed about the project, site activities and programme;
 - (b) How neighbours will be notified prior to any noisy/disruptive work or of any significant changes to site activity that may affect them;
 - (c) The arrangements that will be in place to ensure a reasonable telephone response during working hours;
 - (d) The name and contact details of the site manager who will be able to deal with complaints; and
 - (e) How those who are interested in or affected will be routinely advised regarding the progress of the work. Registration and operation of the site to the standards set by the Considerate Constructors Scheme (<http://www.ccscheme.org.uk/>) would help fulfil these requirements.
14. The applicant is advised that all gas fired boilers should meet a minimum standard of less than 40mgNO_x/kWh. All gas-fired CHP plant should meet a minimum emissions standard of 50mgNO_x/Nm³ for gas turbines - note other limited apply for spark or compression ignition engines. Where biomass is proposed within an urban area it is to meet minimum emissions standards of: Solid biomass boiler 275 mgNO_x/Nm³ and 25 mgPM/Nm³
15. If proposed site works affect an Ordinary Watercourse, Surrey County Council as the Lead Local Flood Authority should be contacted to obtain prior written Consent. More details are available on our website.
 If proposed site works affect an Ordinary Watercourse, Surrey County Council as the Lead Local Flood Authority should be contacted to obtain prior written Consent.
 If proposed works result in infiltration of surface water to ground within a Source Protection Zone the Environment Agency will require proof of surface water treatment to achieve water quality standards.

Decision Making: Working in a Positive and Proactive Manner

In assessing this application, officers have worked with the applicant in a positive and proactive manner consistent with the requirements of paragraphs 186-187 of the NPPF. This included the following:-

- a) Provided pre-application advice to seek to resolve problems before the application was submitted and to foster the delivery of sustainable development.
- b) Provided feedback through the validation process including information on the website, to correct identified problems to ensure that the application was correct and could be registered;
- c) Have suggested/accepted/negotiated amendments to the scheme to resolve identified problems with the proposal and to seek to foster sustainable development.
- d) Have proactively communicated with the applicant through the process to advise progress, timescales or recommendation.