

**Development Control**

Royal Borough of Kingston upon Thames  
Guildhall 2  
Kingston upon Thames  
KT1 1EU  
[www.kingston.gov.uk](http://www.kingston.gov.uk)

Reference number  
(office use only)

Fee



An application to determine if prior approval is required for a proposed:

Change of Use from Shops (Class A1), Financial and Professional Services (Class A2), Takeaways (Class A5), Betting Offices, Pay Day Loan Shops or Launderettes (Sui Generis Uses); or a Mixed Use combining use as a Dwellinghouse (Class C3) with a Shop (Class A1) or Financial and Professional Service (Class A2), Betting Office, Pay Day Loan Shop or Launderette (Sui Generis Uses); to Dwellinghouses (Class C3), and for building operations reasonably necessary for the conversion.

The Town and Country Planning (General Permitted Development) (England) Order 2015 (as amended) - Schedule 2, Part 3, Class M

**Publication of applications on planning authority websites.**

Please note that the information provided on this application form and in supporting documents may be published on the Authority's website. If you require any further clarification, please contact the Authority's planning department.

**1. Site Address**

Number

Suffix

Property name

Address line 1

Address line 2

Address line 3

Town/city

Postcode

Description of site location must be completed if postcode is not known:

Easting (x)

Northing (y)

Description

**2. Applicant Details**

Title

First name

Surname

Company name

Address line 1

## 2. Applicant Details

Address line 2	<input type="text" value="RICHMOND ROAD"/>
Address line 3	<input type="text"/>
Town/city	<input type="text" value="KINGSTON UPON THAMES"/>
Country	<input type="text" value="UK"/>
Postcode	<input type="text" value="KT2 5HA"/>

Are you an agent acting on behalf of the applicant?  Yes  No

Primary number	<input type="text"/>
Secondary number	<input type="text"/>
Fax number	<input type="text"/>
Email address	<input type="text"/>

## 3. Agent Details

No Agent details were submitted for this application

## 4. Eligibility

Was the use of the building on 20th March 2013 (or the last use before that date) one of the following:  Yes  No

- a use within Class A1 (Shops) or Class A2 (Financial and Professional services);
- a use as a betting office, pay day loan shop or launderette; or
- a mixed use combining use as a dwellinghouse with one of the above uses;
- a use within Class A5 (Hot Food Takeaways)

Was the building's use within Class A1 (Shops) or Class A2 (Financial and Professional services) only granted by a change of use under permitted development rights? (Select 'No' if not relevant)  Yes  No

Will the total combined floor space in the building (previously and in this proposal) changed to Class C3 (Dwellinghouses) exceed 150 square metres?  Yes  No

Will the external dimensions of the resulting building extend beyond the existing building at any point?  Yes  No

Is the building:  Yes  No

- in a conservation area;
- in an area of outstanding natural beauty;
- in an area specified by the Secretary of State for the purposes of enhancement and protection of the natural beauty and amenity of the countryside;
- in the Broads;
- in a National Park;
- in a World Heritage Site;
- in a site of special scientific interest;
- in a safety hazard area;
- in a military explosives storage area;
- a listed building; or
- a scheduled monument.

## 5. Description of Proposed Works, Impacts and Risks

Please describe the proposed development, including (from 1 August 2020) details on the provision of adequate natural light in all habitable rooms of the dwellinghouses

The rear storeroom is surplus to (A1) Retail shop and not been in use for some time. The self contained area provides for a studio flat with windows to all habitable areas and is typical of other residential flats situated to the rear of the terrace with a shared vehicular private access road.

All as per supporting Documents submitted with application: drawings PA1 & PA2 and Access & Flood Risk Statement.

Are any associated building works or other operations required to make this change?  Yes  No  
Note that such works are restricted to those reasonably necessary to convert the building for use as a dwellinghouse (including partial demolition).

## 5. Description of Proposed Works, Impacts and Risks

What will be the net increase in dwellinghouses?  
This figure should be the number of dwellinghouses proposed by the development that is additional to the number of dwellinghouses on the site immediately prior to the development.

1

Please provide details of any transport and highways impacts and how these will be mitigated:

The proposal has access via a private road and lockable cycle store will be provided. The neighbourhood is in a controlled parking zone (CPZ) requiring Residents Permit.

Please provide details of any contamination risks and how these will be mitigated:

No risks associated with change of use.

Please provide details of any flooding risks and how these will be mitigated.

A flood risk assessment should accompany the application where the site:

- is in Flood Zones 2 or 3; or
- is in an area with critical drainage problems (such areas will have been notified to the Local Planning Authority by the Environment Agency).

Check if your site location is in Flood Zone 2 or 3 online.

Check with your Local Planning Authority to see if your site is in an area with critical drainage problems.

Please see "Access & Flood Risk Statement"

Please provide details of the impact on the adequate provision of services based on the loss of the building's current use.

For example:

- Would there be a reasonable prospect of the building being used under it's current use class going forward?
- Would a unique shop, takeaway, launderette, professional or financial service be lost from the area if the use is changed?

The Proposal only involves part of the surplus (A1) storeroom to rear of property and will not have any impact on the Retail floorspace of the shop fronting Richmond Road as part of the parade of shops.

Where the building is located in a key shopping area, please provide details of any undesirable impact on the sustainability of that shopping area:

N/A

## 6. Site Information

### Title number(s)

Please add the title number(s) for the existing building(s) on the site. If the site has no title numbers, please enter "Unregistered"

Title Number

SGL 447311

### Energy Performance Certificate

Do any of the buildings on the application site have an Energy Performance Certificate (EPC)?

Yes  No

Please enter the reference number from the most recent Energy Performance Certificate (e.g. 1234-1234-1234-1234)

8008-5601-7329-8897-5173

## 7. Vehicle Parking

Does the site have any existing vehicle/cycle parking spaces or will the proposed development add/remove any parking spaces?  Yes  No

Please provide the number of existing and proposed parking spaces.

Please note that car parking spaces and disabled persons parking spaces should be recorded separately unless its residential off-street parking which should include both.

Type of vehicle	Existing number of spaces	Total proposed (including spaces retained)	Difference in spaces
Cars	1	1	0
Cycle Spaces	1	2	1

## 8. Electric vehicle charging points

Do the proposals include electric vehicle charging points and/or hydrogen refuelling facilities?

Yes  No

## 9. Superseded consents

Does this proposal supersede any existing consent(s)?

Yes  No

## 10. Development Dates

When are the building works expected to commence?

Month

Year

When are the building works expected to be complete?

Month

Year

## 11. Scheme and Developer Information

### Scheme Name

Does the scheme have a name?

Yes  No

### Developer Information

Has a lead developer been assigned?

Yes  No

## 12. Residential Units

Does this proposal involve the addition of any self-contained residential units or student accommodation (including those being rebuilt)?  Yes  No

### Residential Units to be added

Please provide details for each separate type and specification of residential unit being provided.

Units Gained											
Unit type	Units	Tenure	GIA	Habitable rooms	Bedrooms	M4(2)	M4(3)(2a)	M4(3)(2b)	Sheltered Accommodation	Older Persons Housing	Garden Land
Flat, Apartment or Maisonette	1	London Living Rent	37	2	1						

Please add details for every unit of communal space to be added

Who will be the provider of the proposed unit(s)?

Total number of residential units proposed

Total residential GIA (Gross Internal Floor Area) gained

## 13. Existing and Proposed Uses

Please add details of the Gross Internal Area (GIA) for all current uses and how this will change based on the proposed development. Details of the floor area for any proposed new uses should also be added.

### 13. Existing and Proposed Uses

Following changes to Use Classes on 1 September 2020: The list includes the now revoked Use Classes A1-5, B1, and D1-2 that should not be used in most cases. Also, the list does not include the newly introduced Use Classes E and F1-2. To provide details in relation to these, select 'Other' and specify the use where prompted. View further information on Use Classes. Multiple 'Other' options can be added to cover each individual use. If the 'Other' option is not displayed, please contact our service desk to resolve this.

Use Class	Existing gross internal floor area (square metres)	Gross internal floor area lost (including by change of use) (square metres)	Gross internal floor area gained (including change of use) (square metres)
A1 - Shops	62	62	0
Total	62	62	0

### 14. Waste and recycling provision

Does every unit in this proposal (residential and non-residential) have dedicated internal and external storage space for dry recycling, food waste and residual waste?  Yes  No

### 15. Utilities

#### Water and gas connections

Number of new water connections required

Number of new gas connections required

#### Fire safety

Is a fire suppression system proposed?  Yes  No

#### Internet connections

Number of residential units to be served by full fibre internet connections

Number of non-residential units to be served by full fibre internet connections

#### Mobile networks

Has consultation with mobile network operators been carried out?  Yes  No

### 16. Environmental Impacts

#### Community energy

Will the proposal provide any on-site community-owned energy generation?  Yes  No

#### Heat pumps

Will the proposal provide any heat pumps?  Yes  No

#### Solar energy

Does the proposal include solar energy of any kind?  Yes  No

#### Passive cooling units

Number of proposed residential units with passive cooling

#### Emissions

NOx total annual emissions (Kilograms)

Particulate matter (PM) total annual emissions (Kilograms)

#### Greenhouse gas emission reductions

## 16. Environmental Impacts

Will greenhouse gas emissions be reduced by a level exceeding that specified by Part L of The Building Regulations?  Yes  No

### Green Roof

Proposed area of 'Green Roof' to be added (Square metres)

### Urban Greening Factor

Please enter the Urban Greening Factor score

### Residential units with electrical heating

Number of proposed residential units with electrical heating

### Reused/Recycled materials

Percentage of demolition/construction material to be reused/recycled

## 17. Declaration

I/we hereby apply for prior approval as described in this form and the accompanying plans/drawings and additional information. I/we confirm that, to the best of my/our knowledge, any facts stated are true and accurate and any opinions given are the genuine opinions of the person(s) giving them.

Date (cannot be pre-application)