

## COVER NOTE

**RE: Fairway House, Dartmouth Road, London, SE23 3HN**

1. This Cover Note supports a planning application to discharge conditions 11b and 16 which were imposed on Planning Permission DC/15/090942 which was granted on the 27 November 2015 and permitted the “Demolition of the existing building at Fairway House, r/o 53 Dartmouth Road SE23, and the construction of part single/ part 3-storey and part 5/ part 6-storey buildings to provide 27 self-contained residential flats with ground floor offices (Use Class B1), together with the provision of 3 disabled parking bays, 54 secure cycle spaces and associated landscaping”.
2. The development is located at Fairway House, Dartmouth Road, London, SE23 3HN.
3. Condition 11 states:  
  
‘11. (a) Prior to commencement of above ground works, full details of the proposed living roofs shall be submitted to and approved in writing by the Local Planning Authority. These details shall include a 1:20 scale plan of the living roofs that includes contoured information depicting the extensive substrate build up and a cross section showing the living roof components and details of how the roof has been designed to accommodate any plant, management arrangements, and any proposed photovoltaic panels and fixings.  
  
(b) The development shall be carried out strictly in accordance with the details so approved under (a) and shall be maintained as such thereafter and no change there from shall take place without the prior written consent of the Local Planning Authority. Evidence that the roof has been installed in accordance with (a) & (b) shall be submitted to and approved in writing by the local planning authority prior to the first occupation of the development hereby approved.’
4. This application is concerned with b) and providing evidence to confirm that the living roofs have been installed in accordance with the approved details.
5. Evidence to confirm installation is provided in the form of:
  - a. Photographic evidence
  - b. Drawing A1.01.A. RF REV C3: Block A Roof plan
  - c. Drawing A1.01.A. RF REV C3: Block A Roof plan - Record Drawing
  - d. Drawing A1.01.B. RF REV C3: Proposed plans - Roof plan - Block B
  - e. Drawing A1.01.B. RF REV C3: Proposed plans - Roof plan - Block B – Record Drawing
6. Condition 16 states:

‘The residential units shall operate in full accordance with all measures identified within the Travel Plan hereby approved from first occupation. Evidence shall be submitted to demonstrate compliance with the monitoring and review mechanisms within 6 months of first residential occupation.’

7. This application is concerned with providing evidence to confirm compliance with the Travel Plan monitoring and review mechanisms.
8. In support of the application to discharge this condition, the Applicant can confirm that the approved Travel Plan has been reviewed and the only changes to the plan were the need to update some hyperlinks and to not provide noticeboard information (that no longer being a suitable means of communication with so many necessary websites and hyperlinks).
9. In terms of the actions in the travel plan the following progress can be reported:
  - 3.4 a) and 4.1 – the Residential Travel Plan Co-ordinator (RTPC) is appointed and the role is now within the Applicant’s Client Neighbourhoods team
  - 3.4 b) – The Welcome Pack (aka Travel Advice Guide) is created and a copy attached
  - 3.4 c) – as above, following the review of the Travel Plan, a noticeboard is not considered an effective means of communication and will not be used. To date only 10 of the 27 flats are occupied.

6.2 – the RTPC will regularly monitor the

  - level of usage and condition of the cycle storage
  - the Welcome Pack (aka Travel Advice Guide)
  - the number of residents utilising the personalised travel planning measure

The first monitoring is programmed to be around March 2021 – by when it is hoped the occupancy level will have increased.

6.3 – the Travel Plan will next be reviewed in 5 months (around August 2021)

6.4 – the Welcome Pack (aka Travel Advice Guide) has been circulated to all current occupants and will be circulated to all future occupants.
10. This confirms the compliance with the approved monitoring and review mechanisms. To support this evidence the following are attached:
  - a. The approved Travel Plan
  - b. Decision Notice DC/18/109444 confirming discharge of Condition 11a)
  - c. Travel Advice for the occupants of Flats 1-27 Fairway House (the ‘Welcome Pack’).
11. To complete the submission a copy of the substantive planning permission DC/15/090942 is attached together with this Cover Note.
12. If there are any queries or additional information is required, please contact the undersigned.

**Alan Gunne-Jones MRTPI**

**Managing Director**

02 March 2021

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